EDINFO

2002–2003

Part I Post-Secondary Education Programs in Alberta

Part II Distance Learning Programs in Western Canada

Alberta
HUMAN RESOURCES
AND EMPLOYMENT
the people
& workplace
department

Looking for up-to-date program information? If you're wondering what program to take and where, visit the Alberta Learning Information Service web site at www.alis.gov.ab.ca/edinfo. Use EDINFO to search current post-secondary programs, admission requirements and transfer options in Alberta and distance education programs in Western Canada.

For further assistance with career and educational planning, residents of Alberta can visit an Alberta Human Resources and Employment Service Centre. Call the Career Information Hotline for the location of the centre nearest you.

Alberta Career Information Hotline

Call the Hotline for answers to your questions about career planning, occupations, job search skills, education options and much more!

Phone: 1-800-661-3753 toll-free in Alberta
Phone: 780-422-4266 in Edmonton

Deaf and hard of hearing people phone: 1-800-232-7215 for message relay service or 780-422-5283 for TDD service in Edmonton.

E-mail: info@alis.gov.ab.ca
Website: www.alis.gov.ab.ca/hotline

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Alberta
HUMAN RESOURCES
AND EMPLOYMENT

People, Skills and Workplace Resources

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Edmonton, AB T5J 3E4
Canada T5K 2V1

October 1, 2002

Career and Educational Practitioners:

In the Spring of 2002, the People, Skills, and Workplace Resources Branch of Alberta Human Resources and Employment updated the educational and training program information on *the **EDINFO website*** and in the ***EDINFO 2001 – 2002** directory.* This package consists of two sections: *Part 1: Post Secondary Education Programs in Alberta*, and *Part 2: Distance Learning Programs in Western Canada.* The enclosed shrink-wrapped package***, EDINFO 2002-2003,*** contains this updated program information along with applicable contact information..

If you have any comments or suggestions regarding this package, please fill out the attached ***We'd Like to Hear From You*** form and Fax or mail it to us, or contact us by E-mail: info@alis.gov.ab.ca.

We'd Like to Hear From You ...

EDINFO 2002 – 2003

Date ____________________

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Alberta
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LEARNING

EDINFO 2002 - 2003

EDINFO 2002-2003 provides counsellors and their clients with general information about all post-secondary level education and training programs listed on the EDINFO Internet site (www.alis.gov.ab.ca/edinfo). It consists of ***two*** distinct parts:

- Part I Post-Secondary Education Programs in Alberta (PSEP), and
- Part II Distance Learning Programs in Western Canada (Distance Learning).

Part I Post-Secondary Education Programs in Alberta (PSEP) contains information on post-secondary on-site and distance learning education and training programs available in Alberta. These programs are offered through public and private colleges, universities, technical institutes, and private schools and institutions licensed by the Private Institutions Branch of Alberta Learning, Alberta Transportation, and Transport Canada.

Part II Distance Learning Programs in Western Canada (Distance Learning) contains information on post-secondary education and training programs offered through distance learning by schools licensed or registered to operate in Alberta, British Columbia, Saskatchewan and Manitoba. These schools include public institutions, private institutions and private vocational schools.

The information included here was the most current available at the time of printing and is subject to change. Be sure to verify program offerings and entrance requirements with the registrars of the schools offering the programs that interest you. You can obtain more detailed program information, such as specific requirements, limited enrolments and application deadlines, at the same time.

Addresses and telephone numbers of the schools, community consortia, government licensing agencies and other training organizations listed in this publication are provided in the **Contacts** sections of Parts I and II.

How to Use EDINFO

EDINFO 2002-2003 provides the following information in a columnar format:

1. **Programs** - names of all post-secondary level programs organized by subject groups along with a list of any specializations in the programs, and the mode of delivery of the programs (if offered by distance learning).

2. **School/Provider** - name of the post-secondary school offering each program, along with its location and telephone number.
   Note: *this column may also include a list of other schools that offer programs to which students may transfer, when applicable.*

3. **Length or Credit** - the length of time required to complete the program (in Part I: PSEP) or the number of credits earned for successfully completing the program (in Part II: Distance Learning), along with the credentials (certificate, diploma, degree, etc.) received upon successful completion of training.
   Note: *an asterik (*) in the Length/Credit column indicates that a particular program is available through Co-operative Education.*

4. **Entrance Requirements** - minimum academic or personal qualifications to be eligible for admission to the program, usually including mature student admission requirements.

5. **Indexes** - separate alphabetical listings of all the program titles in **Part I: Post-Secondary Education Programs in Alberta** and **Part II: Distance Learning Programs in Western Canada** are found after the Program Listings for each part.

Note: *Educational and training programs that can be taken either partially or entirely through distance learning from Alberta schools/providers are included in both "Part I: Post-Secondary Education Programs in Alberta" and "Part II: Distance Learning Programs in Western Canada."*

1. Programs

All programs offered by post-secondary schools included in this publication have been grouped into the following major subject areas:

- Academic Upgrading, Pre-Careers, Pre-Technology and English as a Second Language (ESL)
- Agriculture and Related Technology
- Arts, Fine, and Performing
- Aviation and Related Technology
- Business and Administrative Studies
- Clerical and Administrative Support
- Communications, Journalism and Related Studies
- Computer and Information Technology
- Driver Training
- Education and Library Studies
- Engineering, Architecture and Related Studies
- Engineering Technologies and Related Studies
- Environment, Forestry and Related Studies
- General Studies
- Health Care, Medical Studies and Technologies
- Human Ecology, Fashion and Food Sciences
- Humanities and Languages
- Mathematics
- Personal and Food Services
- Physical Education and Recreation
- Religious Studies
- Sciences, Biological and Physical
- Social Sciences, Law and Interdisciplinary Studies
- Social, Community and Protective Services
- Trades and Industrial Training

Programs are listed alphabetically within each of these subject areas. These major subject sections are separated by divider pages. Each divider page carries an alphabetical listing of all the programs included in the section following it.

In some sections, programs with similar content but different names have been grouped together under a minor subject heading. For example, in the "Arts, Fine and Performing" section, programs entitled Art, Art and Design, Fine Arts University Transfer, Photographic Arts, and Visual Arts are all listed alphabetically under the minor subject heading "Art and Design."

Specializations

Specializations within a program are listed under the program name. For example, there are a number of specializations within SAIT's Business Administration program:
Business Administration
Specialization in:
- Accounting
- Financial Services
- General Management
- Marketing

Delivery Mode(s)

The ***delivery mode(s) of distance learning programs*** are shown under the program title. Delivery mode(s) are the way or combination of ways in which a distance learning program is offered.

Printed home study materials still form the basis for most distance learning programs. However, increasing use is being made of computer programs, video and audio tapes, teleconferencing, radio and television broadcasts, and the Internet.

Transfer Programs

Many programs allow students to take part of their studies (usually the first one or two years) at or through one school and then transfer to another (often larger) school to complete their studies. Such programs are called transfer programs.

In addition to specific transfer programs listed throughout this directory, one entire major section in both Parts I and II is devoted to General Studies programs. The schools listed in this section offer accredited general arts or science courses that can be applied to various university degree programs in the arts and sciences.

Specific information about whether or not a course or program is transferable can also be obtained from the *Alberta Transfer Guide* that lists all the course and program transfer agreements in effect between post-secondary schools in the province. The *Alberta Transfer Guide* is published annually in print and on the Internet at www.acat.gov.ab.ca

You can get a free copy of the *Alberta Transfer Guide* or additional transfer information from:

Alberta Council on Admissions and Transfer (ACAT)
909, 9942 - 108 Street
Edmonton, Alberta, T5K 2J5
Telephone: (780) 422-9021 or 310-0000 (toll free)
Fax: (780) 427-0423
Email: acat@.gov.ab.ca

Co-operative Education Programs

Post-secondary schools are offering increasing numbers of programs, or specializations within programs, as “co-operative education programs.” These programs combine classroom studies with work experience in appropriate fields of business, industry, government, social services, or the professions. By providing hands-on experience, co-operative education programs move learning beyond theory into practice and beyond the school into the world of work.

Typically, in a co-operative education program, periods of academic study alternate with career-related work experience. This work experience normally amounts to 50 per cent of the time spent in academic study, and never less than 30 per cent.

Co-operative education programs listed in this directory are marked with **an asterik (*).** If you are interested in this option, contact the Registrar's Office or the co-operative education coordinator at the school you plan to attend.

2. School/Provider

The post-secondary school offering a particular program is listed in this column. The location of the facility and its telephone number are also provided.

In the case of apprenticeship programs

- Visit the Alberta Apprenticeship and Industry Training website at www.tradesecrets.org
- Contact the Apprenticeship and Industry Training office nearest you
- Call the Alberta Career Information Hotline. (1-800-661-3753 in Alberta and 422-4266 in Edmonton; deaf and hard of hearing people call 1-800-232-7215 in Alberta for message relay service or 422-5283 in Edmonton for TDD service)

In cases where programs are also offered off campus, for example through the local community consortium, the off-site locations are also listed in the "School/Provider" column. Check with the appropriate consortium office to ensure that there is sufficient enrolment to allow the program to be offered.

If a partial or full program is transferable to a program at another school, the receiving school is also listed in this column.

Continuing Education

In addition to full-time day programs, many of Alberta's post-secondary schools offer a wide variety of evening programs, short courses, workshops and seminars through their divisions of continuing education. These programs are designed to meet the educational, retraining and/or general interest needs of people who are unable to study full-time.

Only programs that provide a form of certification or that parallel full-time, daytime studies are listed in this directory. For information on other continuing education courses and programs offered by post-secondary schools, local school boards or community centres, call the Career Information Hotline, or contact specific local separate or public school boards.

3. Length/Credit

The length of time normally required to complete each program or credits obtained (for distance learning programs) are given in the "Length" column in Part I: PSEP or the "Credit" column in Part II: Distance Learning.

For some programs, the term "Varies" is used to indicate the length of the program. This can occur, for example, where training is competency-based. In some private vocational schools, the program length may be flexible, depending on the student's previous education and experience.

Because there is no guarantee as to the number of transfer courses that will be accepted by a receiving school, the term "Varies" has also been used for the length of transfer programs. Some students may receive one or two full years of credit, while others, depending on the courses chosen, may receive less.

The *certificate, diploma, or degree awarded* upon successful completion of a program is listed directly beneath the program Length/Credit. Some programs, particularly those offered at universities, lead to graduate-level training. In such cases, the post-graduate degrees that can be attained through further study are indicated in parentheses.

4. Entrance Requirements

The entrance requirements listed for each program are minimum requirements set by the post-secondary school. Since a number of programs offered by a particular school may have the same prerequisites (i.e. a high school diploma with English 30, minimum 18 years of age, etc.), the term "standard admission" is used in Part I:PSEP to avoid repeating these requirements. The "PSEP Standard Admission Requirements" section of Part I outlines the standard admissions for various post-secondary schools.

Meeting the minimum requirements, however, does not guarantee admission into a program. Many programs, particularly in first and second-year general arts and sciences, are in great demand and are often oversubscribed. It helps to apply early and present qualifications beyond the basic entrance requirements.

A number of schools have set quotas or limited enrolments for certain programs or faculties. When the number of applications exceeds the quota, selections are made based on the best academic and personal qualifications. In some cases, applicants may need qualifications well above the stated prerequisites to gain admission.

The entrance requirements outlined in this publication are *the minimum needed to apply for admission, not necessarily to gain admission. Consult the calendar or contact the Registrar's Office for information regarding limited enrolments in specific programs.*

Post-secondary schools usually require transcripts of high school or post-secondary school marks as proof that minimum entrance requirements have been met.

If you attended high school in Alberta, you can obtain transcripts from Alberta Learning (see "PSEP Contacts" for details). Transcripts of post-secondary achievements must be obtained directly from the registrar's office of the post-secondary school you attended.

Mature Student Admission

Many post-secondary schools give special consideration to mature students. These are people over a certain age (18, 21 or 24 years) that has been out of school for one or more years and who lack the educational prerequisites for admission into a particular program. In such cases, a school may determine a person's suitability as a mature student through an interview, related personal and/or work experience, and/or specified reduced academic requirements. Mature student admission requirements are determined by each school.

Contact the post-secondary school you are interested in attending for details regarding special admission for mature students.

> Note: *the mature student admission requirements for schools included in* ***Part I: Post-Secondary Education Programs in Alberta*** *are outlined in the "Standard Admission Requirements" section of Part I.*

Advanced Standing

In some instances previous study, training, or work experience may raise a student's qualifications beyond the basic entrance requirements for a particular program. In such circumstances, advanced standing may be granted.

Applicants who have completed equivalent education or training at other post-secondary schools, or who have extensive related work experience, may ask to be considered for entry into a higher level of instruction, for example the second year of a program. Contact the school directly for details concerning advanced standing.

5. Indexes

A complete alphabetical listing of the programs included in **Part I: Post-Secondary Education Programs in Alberta** is provided in the "PSEP Index" of the white pages.

A complete alphabetical listing of the programs included in **Part II: Distance Learning in Western Canada** is provided in the "Distance Learning Index" of the blue pages.

Part I Post-Secondary Education Programs in Alberta

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2002–2003

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Introductory Notes

Part I: Post Secondary Education Programs in Alberta of *EDINFO 2002-2003* provides counsellors and their clients with general information about post-secondary level education and training programs *available in Alberta* as listed on the EDINFO Internet site www.alis.gov.ab.ca/edinfo.

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The information included here was the most current available at the time of printing and is subject to change. Be sure to verify programs and entrance requirements with the registrars of the schools offering the programs that interest you. You can obtain more detailed program information, such as specific requirements, limited enrolments and application deadlines, at the same time.

Addresses and telephone numbers of the schools, community consortia, government licensing agencies and other training organizations listed in this publication are provided in the "Contacts" section of Part I.

ACADEMIC UPGRADING, PRE-CAREERS, PRE-TECHNOLOGY AND ENGLISH AS A SECOND LANAGUAGE (ESL)

Aboriginal Adult Upgrading

- Aboriginal Adult Upgrading & Pre-Employment Training
- Ben Calf Robe Academic Upgrading Program

Academic Upgrading (10-12)

- Academic Preparation
- Academic Upgrading (10-12)
- Academic Upgrading (Grade 12)
- Academic Upgrading - Career and Academic Preparation
- Senior High (10-12)

Academic Upgrading (10-12), GED Exam Preparation

- GED Exam
- GED Preparation
- GED Preparation (Courses Section I & II)

Academic Upgrading (K-12)

- Academic Foundations - Entry Level
- Academic Upgrading
- Academic Upgrading (1-9) (Adult Basic Education)
- Academic Upgrading (8-10)
- Academic Upgrading (K-12)
- Academic Upgrading - Adult Basic Education
- Career & Academic Preparation
- Elementary (1-6)
- Junior High (7-9)

Academic Upgrading, Special Needs

- Speech Assisted Reading, Writing and Math - SARAW + SAM

English as a Second Language

- ESL Intensive
- ESL for Academic Purposes
- ESL to Work
- English Language Program
- English Language Studies
- English as a Second Language
- English as a Second Language (Part-time)
- TOEFL Preparation

Job Readiness

- Career Advantage
- Employability Skills
- New Directions
- Skills for Life

Literacy for Adults

- Literacy
- Literacy for Employment Training
- Reading Network

Online School (1-12)

- Contracted Online Services to Schools (7-12)
- Online Courses for Adults (7-12)
- Online School (1-12)

ACADEMIC UPGRADING, PRE-CAREERS, PRE-TECHNOLOGY AND ENGLISH AS A SECOND LANAGUAGE (ESL)

Pre-Art

- -Artstream

Pre-Business

- -Pre-Business

Pre-Technology and Pre-Engineering

- -Pre-Engineering
- -Pre-Technology
- -Pre-Technology Accelerated Program

Transitional Vocational Preparation

- -Transitional Vocational Preparation
- -Transitional Vocational Program

University and/or College Preparation

- -College Prep
- -Pre-Careers
- -Prep for College
- -Preparation for Academic and Career Education
- -University and College Entrance Program (UCEP)
- -University and/or College Preparation

ACADEMIC UPGRADING, PRE-CAREERS, PRE-TECHNOLOGY AND ENGLISH AS A SECOND LANAGUAGE (ESL)

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Aboriginal Adult Upgrading			
Aboriginal Adult Upgrading & Pre-Employment Training Specialization in: -Aboriginal Adult Upgrading & Pre-Employment Training -Aboriginal Bridge & Literacy -Nakoda Education -Morley	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669	Varies Between Specializations	Metis and Aboriginal clients requiring upgrading to move into employment or further post-secondary training. Program components: academic upgrading (basic education, some high school courses, GED prep and pre-apprenticeship math and science), self- management skill building, career prep and employment credentialling and cultural activities. Programs run in partnership with Metis Nation Local 87 and the Stoney Nation.
Ben Calf Robe Academic Upgrading Program	**NorQuest College** Edmonton (Main) (780) 422-2020	20 Weeks	Assessment Test; Admision Interview; Aboriginal Background.
Academic Upgrading (10-12)			
Academic Preparation	**Portage College** Lac La Biche (Main) (780) 623-5580	18 Weeks Certificate	Interview and placement testing.
Academic Upgrading (10-12) Distance: Yes Delivery in: Print, audio, video, lab kits, e-mailing of assignments optional in some courses	**Alberta Distance Learning Centre** Barrhead (Main) (780) 674-5333	Varies; Course credits, High School Diploma	Courses designed for Alberta residents and those temporarily out of the province. Alberta students out of school less than five years normally proceed to next higher course in sequence. Placement testing to those out of school more than five years.
Academic Upgrading (10-12) Distance: Both Distance and Non-Distance Delivery in: In Class instruction or Homestudy	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669 Airdrie (403) 948-6556 Big Country Consortium (403) 823-8300 Chinook Consortium (403) 625-2766	Varies	Bow Valley College assessment.
Academic Upgrading (10-12) Specialization in: Instructor taught classroom delivery	**Grant MacEwan College** Alberta College (780) 423-6200	Varies	Standard admission. Pre-testing may be required. Instruction at the Grade 10-12 level only.

ACADEMIC UPGRADING, PRE-CAREERS, PRE-TECHNOLOGY AND ENGLISH AS A SECOND LANAGUAGE (ESL)

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Academic Upgrading (10-12)			
Academic Upgrading (10-12)	**Metro Community College** Edmonton (Main) (780) 428-1111 Toll Free 1-877-202-2003	Semestered	Open to adults.
Academic Upgrading (10-12) Distance: Yes Delivery in: Audio-visual, (telewriter), print, teleconference, video	**Northern Lakes College** East Prairie (780) 751-3200 Atikameg (780) 751-3200 Cadotte Lake (780) 751-3200 Calling Lake (780) 751-3200 Driftpile (780) 751-3200 Faust (780) 751-3200 Gift Lake (780) 751-3200 Grouard (780) 849-8611 High Prairie (780) 523-6690 Kinuso (780) 751-3200 Little Buffalo (780) 751-3200 Loon Lake (780) 751-3200 McLennan (780) 751-3200 Peerless Lake (780) 751-3200 Swan Hills (780) 751-3200 Trout Lake (780) 751-3200 Valleyview (780) 751-3200	Varies depending on needs of student.	Designed for adults and high school students. Must be at least 17 years of age and must be ready, willing and able to work hard to reach their educational goals; take a placement test.
Academic Upgrading (Grade 12)	**Concordia University College of Alberta** Continuing Education (780) 413-7800	Varies	Adult status.
Academic Upgrading - Career and Academic Preparation	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630	Varies	Placement testing and placement interview. Transcripts will be required if you have attended high school or another post-secondary institution.
Senior High (10-12) Distance: Yes Delivery in: Print, audio, video, lab kits, e-mailing of assignments optional in some courses	**Alberta Distance Learning Centre** Barrhead (Main) (780) 674-5333	Varies; Course credits, High School Diploma	Courses designed for Alberta Residents and those temporarily out of the province.
Academic Upgrading (10-12), GED Exam Preparation			
GED Exam	**Augustana University College** Centre for Community Education (780) 679-1169	5 Exams	Provides an opportunity for people who wish to obtain a high school equivalency diploma but have fewer than 100 high school credits.

ACADEMIC UPGRADING, PRE-CAREERS, PRE-TECHNOLOGY AND ENGLISH AS A SECOND LANAGUAGE (ESL)

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Academic Upgrading (10-12), GED Exam Preparation			
GED Exam	**NorQuest College** Edmonton (Main) (780) 422-2020	GED Exam	Must be 18 years of age, out of school at least 10 consecutive months and an Alberta resident. Upon successful completion of all components of the GED exams, an equivalency Alberta High School diploma will be awarded.
GED Preparation	**NorQuest College** Edmonton, Continuing Education (780) 422-2020	10 Weeks	Entrance placement test required. Must be 18 years of age and out of school at least 10 consecutive months and an Alberta resident.
GED Preparation (Courses Section I & II)	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669	76 hours (evenings)	18 years of age or older and out of school for at least 10 consecutive months and does not possess a Grade 12 Diploma. You must be an Alberta resident. You will be assessed during your 1st class to see if you go to section I or II.
Academic Upgrading (K-12)			
Academic Foundations - Entry Level	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408	Varies	Minimum 18 years of age.
Academic Upgrading Specialization in: - Adult Basic Education (ABE) Certificate - College Preparation (Adult Education, High School Completion) - University and College Entrance Preparation	**Fairview College** High Level (780) 926-2573 Toll Free 1-800-995-2573 La Crete (780) 926-2573 Toll Free 1-800-995-2573 Peace River (780) 624-4616 Toll Free 1-888-999-4616	Varies 3 Levels ABE Certificate	Minimum 18 years of age and out of school for one year.
Academic Upgrading (1-9) (Adult Basic Education)	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669 Airdrie (403) 948-6556 Big Country Consortium (403) 823-8300 Chinook Consortium (403) 625-2766	5 Months Full-time or Part-time	Bow Valley College assessment.

ACADEMIC UPGRADING, PRE-CAREERS, PRE-TECHNOLOGY AND ENGLISH AS A SECOND LANAGUAGE (ESL)

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Academic Upgrading (K-12)			
Academic Upgrading (8-10)	**Concordia University College of Alberta** Continuing Education (780) 413-7800	34 Weeks	Minimum 18 years of age, upgrading from the Grade 8 to 10 level. Assessment testing required.
Academic Upgrading (K-12)	**Augustana University College** Centre for Community Education (780) 679-1169	Varies 11-30 Weeks	Minimum 18 years of age.
Academic Upgrading (K-12) Specialization in: - Literacy through Grade 12 equivalency - College Preparation courses - Basic Education	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772	Varies	Minimum 18 years of age or older in the semester in which you plan to attend the program. English and Math placement assessments may be necessary in order to properly place you in your courses.
Academic Upgrading (K-12) Delivery in: Some Alternative Delivery	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408	Varies	Minimum 18 years of age.
Academic Upgrading (K-12)	**Lakeland College** Lloydminster (780) 871-5700 Toll Free 1-800-661-6490	Varies	Upgrading from Grades 9 to 12. Minimum 17 years of age and out of school for at least one year. Lacking high school subjects to qualify for admission to college programs.
Academic Upgrading (K-12) Specialization in: - Adult Basic Education - College Preparation program - Combined Matriculation/University Transfer - University Transfer Distance: Both Distance and Non-Distance	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819 Brooks (403) 362-1677	Varies	Minimum 18 years of age or out of school for one year. Interview and pre-testing required. (Classroom, Distance Learning and Open Learning).
Academic Upgrading (K-12) Specialization in: - Adult Basic Education (0-6) - Pre-High School (7-9) - High School (10-12) - Diploma Challenge	**NorQuest College** Edmonton (Main) (780) 422-2020 Edmonton, Continuing Education (780) 422-2020	Varies	Ability to benefit from upgrading. Placement testing required.

ACADEMIC UPGRADING, PRE-CAREERS, PRE-TECHNOLOGY AND ENGLISH AS A SECOND LANAGUAGE (ESL)

ALBERTA PROGRAM	SCHOOL / PROVIDER		LENGTH	ENTRANCE REQUIREMENTS
Academic Upgrading (K-12)				
Academic Upgrading (K-12) Specialization in: - Adult Basic Education (pre-high school) - Adult High School - Distance Learning High School - High School Certificate Options (eg. GED) Distance: Yes Delivery in: Distance Delivery	**Northern Lakes College**		Varies depending on needs of the student.	Standard admission. Minimum 17 years of age and ready, willing and able to devote time to studying. Placement and orientation testing sessions to determine grade level.
	East Prairie	(780) 751-3200		
	Atikameg	(780) 751-3200		
	Cadotte Lake	(780) 751-3200		
	Calling Lake	(780) 751-3200		
	Driftpile	(780) 751-3200		
	Faust	(780) 751-3200		
	Gift Lake	(780) 751-3200		
	Grouard	(780) 849-8611		
	High Prairie	(780) 523-6690		
	Kinuso	(780) 751-3200		
	Little Buffalo	(780) 751-3200		
	Loon Lake	(780) 751-3200		
	McLennan	(780) 751-3200		
	Peerless Lake	(780) 751-3200		
	Slave Lake			
	Swan Hills	(780) 751-3200		
	Trout Lake	(780) 751-3200		
	Valleyview	(780) 751-3200		
Academic Upgrading (K-12)	**Portage College**		Varies	Interview and placement assessment.
	Lac La Biche (Main)	(780) 623-5580		
Academic Upgrading - Adult Basic Education	**Red Deer College**		Varies	Students will be assessed before being admitted to the program. To be admitted, you must be able to function in an English-speaking setting and show that you can make progress in course content.
	Red Deer (Main)	(403) 342-3400		
	Toll Free	1-888-732-4630		
Career & Academic Preparation Specialization in: -Basic Education -High School Education	**Olds College**		Varies	Must be at least 18 years of age. Interview and pre-testing may be required.
	Olds (Main)	(403) 556-8281		
	Toll Free	1-800-661-6537		
Elementary (1-6) Distance: Yes Delivery in: Print, audio	**Alberta Distance Learning Centre**		Varies; Prerequisites for High School	Courses designed for Alberta Residents and those temporarily out of the province.
	Barrhead (Main)	(780) 674-5333		
Junior High (7-9) Distance: Yes Delivery in: Print, audio, video, lab kits	**Alberta Distance Learning Centre**		Varies; Prerequisites for Senior High	Courses designed for Alberta Residents and those temporarily out of the province.
	Barrhead (Main)	(780) 674-5333		

ACADEMIC UPGRADING, PRE-CAREERS, PRE-TECHNOLOGY AND ENGLISH AS A SECOND LANAGUAGE (ESL)

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Academic Upgrading, Special Needs			
Speech Assisted Reading, Writing and Math - SARAW + SAM	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669	32 Hours	For adults with severe physical limitations and limited verbal skills. It is designed for adult learners with basic literacy and numeric skills to Grade 6.
English as a Second Language			
ESL Intensive	**NorQuest College** Edmonton (Main) (780) 422-2020	20 Weeks	Entrance test; Not eligible for LINC training.
ESL for Academic Purposes Specialization in: - Test of English as a Foreign Language (TOEFL) Preparation I and II.	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669	6-8 Weeks	Minimum 18 years of age. Prepares students to write the TOEFL.
ESL to Work	**NorQuest College** Edmonton (Main) (780) 422-2020	12 Weeks	Completed LINC training; interview and workability assessment.
English Language Program Specialization in: - Intensive Day (Level 1 - 10) - Evening Courses - Conversation, Pronounciation Enhancement, Writing for Academic Purposes, TOEFL Preparation, & Preparation for ENG 101	**University of Alberta** Faculty Of Extension (780) 492-3116	136 Hours (Intensive Day Program); Most evening courses are 40 hours except TOEFL Preparation course is 80 hours.	Before enrolling, prospective students must take a placement test to determine their level of English competence. To be accepted in the program, students must be literate in their first language and obtain a minimum score on the placement test.
English Language Studies Distance: Yes Delivery in: Offered jointly with Tele-universite du Quebec.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	* 1 Year 30 credits Certificate in English Language Studies	Minimum 18 years and a resident of Canada, USA, or Mexico. This program is intended primarily for students whose native tongue is not English; however English-speaking students are welcome.
English as a Second Language	**Augustana University College** Centre for Community Education (780) 679-1169	20 Weeks	First language other than English. Lower three levels offered.

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*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

ACADEMIC UPGRADING, PRE-CAREERS, PRE-TECHNOLOGY AND ENGLISH AS A SECOND LANAGUAGE (ESL)

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
English as a Second Language			
English as a Second Language Specialization in: -Tutored, Small Group ESL -Language Instruction for Newcomers to Canada (LINC) -Intermediate Plus & Advanced Plus ESL	**Bow Valley College** Rocky Mountain Plaza	Varies among programs	Individual assessment.
English as a Second Language	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772	Varies	First language other than English. Pre-testing required.
English as a Second Language	**Grant MacEwan College** Alberta College (780) 423-6200	Varies Up to 1 year	First language other than English. Placement testing required. Instructor-taught classroom delivery.
English as a Second Language	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	11 Weeks each level	First language other than English. Pre-testing required.
English as a Second Language	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103	Varies	First language other than English. Placement testing required. New students are accepted for the fall, winter or spring terms.
English as a Second Language	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819	Varies	First language other than English.
English as a Second Language Specialization in: - LINC (Language Instruction to Newcomers to Canada) Short Syllabus	**NorQuest College** Edmonton (Main) (780) 422-2020	Varies	First language other than English. Must apply through Language Assessment Referral Counselling Centre (LARCC) 10709 - 105 Street, Edmonton (phone 424-3545). An entrance test is required to determine entry level.
English as a Second Language Specialization in: - Intensive English ESL	**NorQuest College** Edmonton (Main) (780) 422-2020	20 Weeks Certificate	An entrance test is required. Interview and language assessment.

ACADEMIC UPGRADING, PRE-CAREERS, PRE-TECHNOLOGY AND ENGLISH AS A SECOND LANAGUAGE (ESL)

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
English as a Second Language			
English as a Second Language Specialization in: - TOEFL - TSE - TOEIC	**NorQuest College** Edmonton (780) 422-2020 (Main)	Varies	An entrance test is required.
English as a Second Language (Part-time) Specialization in: Focus on Speaking, ESL Evening, English for Business & Travel, Teaching English Overseas, Grammar for Teachers, Tutors & Travellers	**NorQuest College** Edmonton (780) 422-2020 (Main)	Varies	Varies
TOEFL Preparation Specialization in: Instructor taught classroom delivery	**Grant MacEwan College** Alberta College (780) 423-6200	17 Weeks (evening)	Standard admission.
Job Readiness			
Career Advantage	**Medicine Hat College** Medicine Hat (403) 529-3819 (Main)	8-15 weeks, varies with student's needs.	Minimum 18 years of age and unable to find or maintain meaningful employment due to lack of academic skills. Interview required.
Employability Skills	**Portage College** Lac La Biche (780) 623-5580 (Main)	38 Weeks	Recommendation from the Program Coordinator and career couselling.
New Directions	**Medicine Hat College** Brooks (403) 362-1677	12 Weeks, Varies with student's needs	Minimum 18 years of age and unable to find or maintain meaningful employment due to lack of academic skills. Interview required.
Skills for Life	**Northern Lakes College** Slave Lake	18 weeks (5 months) Certificate of Program Completion	Applicants complete an application and identify funding sources. An interview with the program coordinator is also required. Be prepared to make a commitment and begin to reach for future goals.

ACADEMIC UPGRADING, PRE-CAREERS, PRE-TECHNOLOGY AND ENGLISH AS A SECOND LANAGUAGE (ESL)

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Literacy for Adults			
Literacy Specialization in: -Interchange (Basic Literacy Gr 1-3) -Tutored Literacy Programs -Deaf and Hard of Hearing Literacy -Aboriginal Bridge and Literacy Program	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669	Varies among specializations	Varies between specializations.
Literacy for Employment Training	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408	10 Months (includes 6.5 months part-time work placement)	Prospective students must be 18 years of age or older and have expressed an interest in improving their lives and in obtaining future employment. Interview and assessment required. Applicants should read above a Grade 4 level.
Reading Network Specialization in: - ESL (English as a Second Language) - Literacy - Special needs	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772	Varies	Minimum 18 years of age.
Online School (1-12)			
Contracted Online Services to Schools (7-12) Distance: Yes Delivery in: Internet, print, CD-ROM, audio, video, lab kits, e-mailing of assignments. Students attend local schools.	**Alberta Distance Learning Centre** Barrhead (Main) (780) 674-5333	Varies; Course credits, High School Diploma	Courses designed for Alberta Residents and those temporarily out of the province.
Online Courses for Adults (7-12) Distance: Yes Delivery in: Internet, print, CD-ROM, audio, video, lab kits, e-mailing of assignments	**Alberta Distance Learning Centre** Barrhead (Main) (780) 674-5333	Varies; Course credits, High School Diploma	Courses designed for Alberta Residents and those temporarily out of the province. Alberta residents out of school for less than 5 years normally proceed to the next higher course in the sequence. Placement testing for those out of school more than 5 years.

ACADEMIC UPGRADING, PRE-CAREERS, PRE-TECHNOLOGY AND ENGLISH AS A SECOND LANAGUAGE (ESL)

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Online School (1-12)			
Online School (1-12) Distance: Yes Delivery in: Internet, print, CD-ROM, audio, video, lab kits, e-mailing of assignments. Computers loaned to qualified students.	**Alberta Distance Learning Centre** Barrhead (Main) (780) 674-5333	Varies; Course credits, High School Diploma	Courses designed for Alberta Residents and those temporarily out of the province.
Pre-Art			
Artstream Specialization in: Academic upgrading for direct entry into Alberta College of Art & Design programs.	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669 Transfers to: Alberta College of Art and Design	15 Weeks semesters (full-time)	Applicants must demonstrate some competency in the Visual Arts and be at a minimum Grade 10 level.
Pre-Business			
Pre-Business	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	12 Week Certificate	Mathematics and English 10 or 13 with a 50% or better in each, or diagnostic test. Applicants must also have been out of school for at least one full year.
Pre-Technology and Pre-Engineering			
Pre-Engineering Specialization in: - English - Mathematics - Physics Delivery in: TLM (the Learning Manager) Mathematics	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	12 Weeks Certificate	For Communictions ASE 196: English 20 or 23 For Mathematics ASM 199: Math 20 or 23 or Pure Math 20 For Physics ASP 297: Science 10 Applicants with less than these qualifications may write a diagnostic assessment to determine their academic readiness for the program. The diagnostic assessment is offered once each month at 9:15 a.m. on the second Thursday of each month. A fee of $50 is charged for administering the assessment.

ACADEMIC UPGRADING, PRE-CAREERS, PRE-TECHNOLOGY AND ENGLISH AS A SECOND LANAGUAGE (ESL)

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Pre-Technology and Pre-Engineering			
Pre-Technology	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	8 Month Certificate (Excellent preparation for Electrical/Electronics programs)	Applicants to the program must be 17 years of age or older. Apllicants are automatically accepted on a first come, first served basis if they meet the following qualifications: English 10 or 13 Math 10, Math 13, Applied Math 10, or Pure Math 10 Applicants with less than these qualifications may write a diagnostic assessment to determine their academic readiness for the program. The diagnostic assessment is offered once each month at 9:15 a.m. on the second Thursday of each month. A fee of $50 is charged for administering the assessment.
Pre-Technology Accelerated Program Specialization in: - Physics 20/30 Delivery in: TLM (The Learning Manager) Math	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	4 Month Certificate	Applicants to the program must be 17 years of age or older. Applicants are automatically accepted on a first come, first served basis if they meet the following minimum academic qualifications: English 20 or 23 Math 20 or 23 or Pure Math 20, and Science 10 Applicants with less than these qualifications may write a diagnostic assessment to determine their academic readiness for the program. The diagnostic assessment is offered once each month at 9:15 a.m. on the second Thursday of each month. A fee of $50 is charged for administering the assessment.
Transitional Vocational Preparation			
Transitional Vocational Preparation Specialization in: Special needs Adults transitioning to independent living	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882	46 Weeks Certificate (including extensive work experience)	Adults with special needs. At least 18 years of age. Applications should be made by early May for Fall admission. Potential students join our current class for a two-day assessment. Individuals must show evidence of ability to participate in a program located on a College campus and utilize the on-the-job placements for vocational training. All students must live in residence.

ACADEMIC UPGRADING, PRE-CAREERS, PRE-TECHNOLOGY AND ENGLISH AS A SECOND LANAGUAGE (ESL)

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Transitional Vocational Preparation			
Transitional Vocational Preparation	**Lakeland College** Vermilion (780) 853-8420 Toll Free 1-800-661-6490	1 Year Certificate	Minimum 18 years of age plus two letters of reference from previous schools or employers.
Transitional Vocational Preparation	**NorQuest College** Edmonton (Main) (780) 422-2020	20 Weeks (Semesters)	An interview with an education counsellor to assess suitability. Must be ambulatory and capable of participating in a group setting. A 3-week assessment phase to determine if applicant is ready, willing and able to prepare for competitive employment.
Transitional Vocational Preparation	**Olds College** Olds (Main) (403) 556-8281 Toll Free 1-800-661-6537	12 Months Certificate	Must be 18 years of age and must present the following information; past program and educational reports, previous assessments(if available) and two letters of reference. All suitable applicants are interviewed.
Transitional Vocational Preparation	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630	10 Month Certificate	To be accepted into the program, you must: be 18 years of age or over, complete the application package and assessment, have a personal interview with department members, have previous work experience, through vocational or pre-vocational work skill training or a previous job, have a sincere desire to take part in training and upon completion, be willing to actively look for a job or go on to further education.
Transitional Vocational Program	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408	10 Months Certificate	Minimum 18 years of age or over and have expressed an interest in improving their lives and in obtaining future employment. Interview and assessment required.
University and/or College Preparation			
College Prep	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622 Drayton Valley (780) 497-5140 Edson (780) 497-5140 Hinton (780) 497-5140	14 Weeks	Place at Grade 10 level as determined by pretesting. Minimum age 18 and out of regular school system for one year.

ACADEMIC UPGRADING, PRE-CAREERS, PRE-TECHNOLOGY AND ENGLISH AS A SECOND LANAGUAGE (ESL)

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
University and/or College Preparation			
Pre-Careers Specialization in: Business, Computer and Technology streams Delivery in: Courses are offered through traditional classes and directed, self-study, evening course option.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	Upgrading programs; English language preparation; 32-week (Pre-Careers) 16-week (Transitions)	Students require 60% on the English 10 and Math 10 assessment for Pre-Careers and 70% for Transitions. Contact the Centre for Academic Learner Services at (403) 284- 8390 for more information. If a diploma or certificate program is oversubscribed, Pre-Careers graduates will compete on the same basis as all other applicants; one selection criterion is usually academic merit. Other post-secondary institutions may also accept Pre-Careers courses as prerequisites. English Language Foundation students must take placement tests before the start of classes. Students? listening/speaking, reading, writing, and grammar skills are assessed.
Prep for College	**NorQuest College** Edmonton (Main) (780) 422-2020	10 Weeks (upgrade skills to enter Grant MacEwan College)	Academic placement tests. From either NorQuest or Grant MacEwan College
Preparation for Academic and Career Education	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408	4 Months	Prospective students must be 18 years of age or over and have expressed an interest in improving their lives and in pursuing further upgrading or academic or skills training. Interview required. Applicants should read above a Grade 4 level.
University and College Entrance Program (UCEP)	**Concordia University College of Alberta** Continuing Education (780) 413-7800	34 Weeks	Minimum 21 years of age and lacking university entrance or a high school diploma. Demonstrated ability to handle Grade 10 Mathematics and English. Interview required.
University and/or College Preparation	**Augustana University College** Camrose (Main) (780) 679-1100 Toll Free 1-800-661-8714 Centre for Community Education (780) 679-1169	Varies	Acceptance is determined on an individual basis. Minimum 19 years of age or has attempted a Grade 12 year of studies.

ACADEMIC UPGRADING, PRE-CAREERS, PRE-TECHNOLOGY AND ENGLISH AS A SECOND LANAGUAGE (ESL)

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
University and/or College Preparation			
University and/or College Preparation Delivery in: Some Alternative Delivery	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408	Varies	Minimum 18 years of age with Grade 9 or equivalent, or successful completion of an Adult Upgrading program or equivalent. Contact institution for specific course requirements.
University and/or College Preparation	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103 Cardston Fort MacLeod Taber School Division	30 Credits (minimum) Recognition of Academic Achievement	18 years of age or older. Admission is based on academic background, testing and advisement. Must write a placement test and meet with a student advisor for test results and complete a training plan prior to confirmation of admission. Most courses are delivered in an eight week term format.
University and/or College Preparation	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819 Brooks (403) 362-1677	14 Weeks	18 years of age or older. Testing and interview may be required.

AGRICULTURE AND RELATED TECHNOLOGY

Agricultural Business

- Agri-Business
- Agricultural Business
- Agricultural Finance
- Agricultural/Food Business Management
- Agricultural/Food Business Management University Transfer
- Agriculture University Transfer
- Applied Agricultural Technology & Entrepreneurship, Bachelor of

Agricultural Production Operations

- AgriScience
- Agricultural Production
- Agricultural Production and Management
- Agricultural Technology
- Alberta Green Certificate Farm Training Program
- Beef Production Management
- Crop Advisor
- Dairy Production
- Environment Certificates
- Herd Health Technology
- Livestock Production
- Seed & Grain Technology

Agriculture

- Agricultural Biotechnology
- Agricultural Studies
- Agriculture
- Agriculture (Ontario Diploma, ODA)
- Agriculture Certificates
- Agriculture University Transfer
- Agriculture, Forestry & Home Economics University Transfer

Animal Health Technology

- Animal Health Technology

Equestrian/Equine Studies

- Equine Science
- Equine Studies - Horse Training Major
- Equine Studies - Horsemanship Major
- Farrier Science, Advanced
- Level I Coaching and Riding

Floriculture Operations

- Floral Design
- Floral Design Career
- Floristry, Commercial

Food Products Processing

- Meat Processing

Horticulture

- Bachelor of Applied Horticulture Technology
- Horticulture
- Horticulture & Landscaping Certificates
- Horticulture (Ontario Diploma, ODH)

AGRICULTURE AND RELATED TECHNOLOGY

(continued)

Horticulture

- -Horticulture Career
- -Horticulture Technician
- -Prairie Horticulture

Landscaping and Groundskeeping

- -Landscape Design & Construction
- -Landscape Gardener

Ranch and Feedlot Support

- -Feedlot Worker
- -Ranch and Feedlot Rider
- -Swine Technician

Turf and Turfgrass Management

- -Irrigation Technician
- -Sportsfield/Parks Technician
- -Turfgrass Management Technician - Sportsfield
- -Turfgrass Management Technology

AGRICULTURE AND RELATED TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Agricultural Business			
Agri-Business	**Lakeland College** Vermilion (780) 853-8420 Toll Free 1-800-661-6490 Transfers to: Athabasca University University of Alberta University of Lethbridge, The	2 Years Diploma	High school diploma (or mature status admission) with at least 50% in English 30 (65% in English 33) and 55% in Math 30 (65% in Math 33). Math 30 is recommended.
Agricultural Business Specialization in: - Finance - Agricultural Entrepreneurship and Rural Small Business	**Olds College** Olds (Main) (403) 556-8281 Toll Free 1-800-661-6537 Transfers to: University of Lethbridge, The - Lethbridge	2 Years Diploma	High school diploma or equivalent, with 50% or better in Math 20 or 23 or Math 20(P) Pure or Math 20(A) Applied and any two of Science 20, Bio. 20, Chem. 20; or one of Science 30, Bio. 30, or Chem. 30.
Agricultural Finance Distance: Yes Delivery in: Correspondence	**Olds College** Olds (Main) (403) 556-8281 Toll Free 1-800-661-6537	To be completed within 5 years from the original start date. Certificate	An Alberta High School Diploma, 50% or better in Biology 20, Chemistry 20 or in one of Biology 30, Chemistry 30 or Science 30 and 50% or better in Math 20 or 23 or Pure Math 20 or Applied Math 20. OR Department Consent.
Agricultural/Food Business Management Specialization in: - Agricultural Business Management - Food Processing Business Management - Food Service Business Management	**University of Alberta** Edmonton (Main) (780) 492-3113	*4 Years B.Sc.	Completion of the first year of the B.Sc. Agriculture program with minimum grade point average of 6.0.

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

AGRICULTURE AND RELATED TECHNOLOGY

Agricultural Business

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Agricultural/Food Business Management University Transfer	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: University of Alberta	Varies up to one year.	Minimum average of 60% with no mark below 50% in: Biology 30, Chemistry 30, English 30, Math 30 (or Pure Math 30) and one other approved 30-level subject -OR- mature student status.
Agriculture University Transfer	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: University of Alberta	Varies up to one year	Minimum average of 60% with no mark below 50% in: Biology 30, Chemistry 30, English 30, Math 30 (or Pure Math 30) and one other approved 30-level subject -OR- mature student status.
Delivery in: Classroom	**Olds College** Olds (Main) (403) 556-8281 Toll Free 1-800-661-6537	2 Years (1 year of Academic Studies & 1 year of Directed Field Studies) Degree	Olds College diploma or an equivalent diploma from another institution, with a GPA of 2.70 or better.

Agricultural Production Operations

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Applied Agricultural Technology Specialization in: - Agri-business - Crop Production - Livestock Production	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882 Transfers to: University of Alberta University of Calgary University of Lethbridge, The	2 Years Diploma; Two 16 week practicums	Canadian High School Diploma or equivalent with a 50% or better in Grade 11 Science (Biologoy or Chemistry), Grade 11 Pure or Applied Math (Math 20 or 23), and English 20 or 23 or equivalents. Adult Status is available if you've been out of school for atleast one year, but admission is not automatic. Please submit a letter outlining your education, experience and reasons for seeking admission to the program.

AGRICULTURE AND RELATED TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Agricultural Production Operations			
Agricultural Production Specialization in: - Crop Technology - Livestock Production - Diversified Livestock Production - Dairy Production	**Lakeland College** Vermilion (780) 853-8420 Toll Free 1-800-661-6490 Transfers to: Athabasca University University of Lethbridge, The	2 Years Diploma (Crop Technology; Livestock Production, Diversified Livestock Production); 4 Month Recognition of Achievement (Dairy Production)	Crop Technology, Diversified Livestock Production; Livestock Production: High school diploma (or mature status admission) with at least 50% in English 30 (65% in English 33), Math 20 or 23, and one of Biology 20, Chemistry 20, Physics 20, or Science 20. Dairy Production: Applicants must be at least 18 and have completed Grade X.
Agricultural Production and Management Specialization in: - Farm & Ranch Major - Livestock Major (Beef, Swine or Diversified Livestock Concentrations) - Field & Forage Major	**Olds College** Olds (Main) (403) 556-8281 Toll Free 1-800-661-6537 Transfers to: University of Lethbridge, The	2 Years Diploma	High school diploma or equivalent with a 55% or better Math 20 or 23 or 50% or better Math 20(P) Pure or Math 20(A) Applied and 55% or better in Biology 20 or Chemistry 20 or Science 30.
Agricultural Technology Specialization in: - Agricultural Mechanics - Animal Science - Financial Management - General Agriculture - Irrigation Technology - Plant and Soil Science	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103 Transfers to: Athabasca University University of Alberta University of Lethbridge, The	2 Years Diploma; Designates the appropriate option in which the graduate has specialized	High school diploma or equivalent. Personal interview is required. New students are accepted for both the Fall and Winter terms.
Alberta Green Certificate Farm Training Program Specialization in: - Cow-Calf Beef Production - Dairy Production - Feedlot Beef Production - Field Crop Production - Irrigated Crop Production - Sheep Production - Swine Production Distance: Yes Delivery in: Apprenticeship and self study	**Alberta Agriculture, Food & Rural Development** Edmonton (Main) (780) 427-4309 Transfers to: Fairview College Lakeland College Lethbridge Community College Olds College	The Green Certificate issued by the Minister of Agriculture certifies skill performance competence in documented skills. Training time varies.	Minimum 15 years of age and working with an employer who agrees to be the trainer. This program is open to high school students who may earn Alberta Learning credits for Green Certificate achievement. Requires a supportive farm trainer and a job site. Prior learning is recognized. (Apprentices are trained as Technicians, Supervisors or Managers.) This is an applied farm technology training program.

AGRICULTURE AND RELATED TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Agricultural Production Operations			
Beef Production Management Specialization in: - Animal Health Nutrition - Breeding and Selection - Management - Facilities - Forages and Pastures - Marketing and Records	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882	1 Year Certificate of Achievment Program	A Canadian High School diploma or equivalent with a 50% or better in Grade 11 Science (Biology or Chemistry), Grade 11 Math Pure or Applied Math or Math 20/23, English 20/23, or equivalents. Students may also apply under Adult Status if you've been out of school for at least one year, but admission is not automatic. In addition to your application, you must submit a letter outlining your education, experience, and reasons for seeking admission to the program.
Crop Advisor	**Olds College** Olds (Main) (403) 556-8281 Toll Free 1-800-661-6537	2 Years Diploma	High school diploma or equivalent with 50% or better in Math 20 or 23 or Math 20(P) Pure or Math 20 (A) Applied, Biology 20 and Chemistry 20 or Science 30.
Dairy Production	**Lakeland College** Vermilion (780) 853-8420 Toll Free 1-800-661-6490	4 Month Recognition of Achievement	18 Years old and completed Grade 10.
Environment Certificates Specialization in: - Certified Crop Production Consultant (CCPC) - Environmental Management of the Golf Course - Managing for Naturalized Landscapes - Managing for Sustainable Environments - Managing for Sustainable Soils Distance: Yes Delivery in: Print	**Olds College** Open Learning Services - Extension Services (403) 556-8321 Toll Free 1-800-661-6547	Varies, certificates awarded	Inquire with institute.
Herd Health Technology	**Lakeland College** Vermilion (780) 853-8420 Toll Free 1-800-661-6490 Transfers to: Athabasca University University of Alberta University of Lethbridge, The Washington State University	2 Years Diploma	High school diploma (or mature status admission) with at least 50% in English 30 (65% in English 33), Chemistry 30, Biology 30 and Math 20 or 23.

AGRICULTURE AND RELATED TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Agricultural Production Operations			
Livestock Production Specialization in: - Livestock Production Major - Diversified Production Major	**Lakeland College** Vermilion (780) 853-8420 Toll Free 1-800-661-6490 Transfers to: Athabasca University University of Lethbridge, The	2 Years Diploma	High School Diploma (or mature status admission) with at least 50% in: English 30 (65% in English 33); one of Math 20, Math 23, Pure Math 20, or Applied Math 20; one of Biology 20, Chemistry 20, Physics 20, or Science 20
Seed & Grain Technology	**Olds College** Olds (Main) (403) 556-8281 Toll Free 1-800-661-6537 Transfers to: University of Lethbridge, The	2 Years Diploma	High school diploma or its equivalent, with 50% or better in Math 20 or 23 or Math 20(P) Pure or Math 20(A) Applied, Biology 20 and Chemistry 20 or Science 30.
Agriculture			
Agricultural Biotechnology Specialization in: Optional Concentration in Agricultural Business.	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	*4 Years B.Sc. (M.Sc.)	Standard admission. Biology 30, Chemistry 30, and Math 30 or Pure Math 30 (or Applied Math 30 and at least 75% standing in U. of Athabasca's Math 101) and Physics 30 required. Math 31 recommended.
Agricultural Studies Specialization in: Optional Concentration in Agricultural Business.	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	*2 Years Post-Diploma B.A.or B.Sc.; 4 Years B.A., B.Sc.; (M.A., M.Sc.)	Standard admission. For B.A., Math 30 or Pure Math 30 (or Applied Math 30 and at least 75% standing in U. of Athabasca's Math 101) required, Biology 30 recommended. For B.Sc., Biology 30, Chemistry 30, and Math 30 or Pure Math 30 required. Mathematics 31 recommended. An approved diploma in Agriculture for post-diploma admission.
Agriculture Specialization in: - Agriculture and Resource Economics - Animal Science - Crop and Horticultural Science - Range and Pasture Management - Sustainable Agricultural Systems - Pre-Veterinary Medicine	**University of Alberta** Edmonton (Main) (780) 492-3113	*4 Years B.Sc. (M.Ag., M.Sc., Ph.D.)	Standard admission with English 30, Math 30 or Pure Math 30, Biology 30 and Chemistry 30; plus one other approved 30-level subject. Non-matriculated applicants considered; consult calendar for details.

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

AGRICULTURE AND RELATED TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Agriculture			
Agriculture (Ontario Diploma, ODA) Distance: Yes Delivery in: Print	**Olds College** Open Learning Services - Extension Services (403) 556-8321 Toll Free 1-800-661-6547	Diploma, Varies in length	Inquire with institute.
Agriculture Certificates Specialization in: - Accredited Animal Health Representative (AAHR) - Animal Care - New Farmer Distance: Yes Delivery in: Print	**Olds College** Open Learning Services - Extension Services (403) 556-8321 Toll Free 1-800-661-6547	Varies, certificates awarded	Inquire with institute.
Agriculture University Transfer	**Augustana University College** Camrose (Main) (780) 679-1100 Toll Free 1-800-661-8714 Transfers to: University of Alberta	Varies up to 1 Year	Standard admission. English 30, Math 30, Biology 30 and Chemistry 30 plus one other approved 30-level subject.
Agriculture University Transfer	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819 Brooks (403) 362-1677 Transfers to: University of Alberta University of Saskatchewan	Varies- up to 1 Year	Five academic Grade 12 subjects with an overall minimum average of 50% in English 30, Math 30, Biology 30, Chemistry 30, plus one other approved Grade 12 subjects.
Agriculture, Forestry & Home Economics University Transfer Specialization in: - Agriculture - Forestry - Home Economics	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772 Transfers to: University of Alberta	One or Two Years Completed at Grande Prairie Regional College	Standard admission with overall average of 60% in English 30, Pure Math 30, Biology 30 and Chemistry 30 (or equivalents) plus one other approved 30-level subject. If you are 21 years of age or older, admission requires an overall average of 60% on the following three courses or their equivalents: Pure Math 30, two of Biology 30, Chemistry 30, Math 31,or Physics 30.

AGRICULTURE AND RELATED TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Animal Health Technology			
Animal Health Technology Specialization in: - Animal health - Nutrition - Breeding - Management	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882 Transfers to: University of Lethbridge, The	2 Years Diploma (6 weeks practicum)	Alberta high school diploma or equivalent with 60% or better in the following required courses, or their equivalents, English 30/33, Biology 20, Chemistry 20, Math 20/23 or better and 80 hours of animal-related experience (paid or voluntary). Personal interview and orientation may be required.
Animal Health Technology	**Lakeland College** Vermilion (780) 853-8420 Toll Free 1-800-661-6490 Transfers to: Athabasca University University of Alberta University of Lethbridge, The	2 Years Diploma	High school diploma (or mature status admission) with at least 50% in English 30 (65% in English 33), 65% in Chemistry 30, Biology 30, and Math 20 or 33. Applicants meeting admission requirements will be sent forms to complete for career investigation and work experience (40 hours). Work experience must be completed at a veterinary clinic prior to the middle of March and within the past two years.
Animal Health Technology	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	2 Years Diploma (includes 5 Weeks of work experience)	An Alberta High School Diploma or equivalent, including English 30 or 33, Math 30 or 33, Chemistry 30 and Biology 30. A career investigation report is required. In order to be successful in this program, students must have basic computer literacy. An acceptable computer level would include basic word processing, spreadsheets, internet and e-mail. It is the student's responsibility to ensure adequacy of these skills for success in the Animal Health Program.

AGRICULTURE AND RELATED TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER		LENGTH	ENTRANCE REQUIREMENTS
Animal Health Technology				
Animal Health Technology	**Olds College** Olds (Main) Toll Free	 (403) 556-8281 1-800-661-6537	2 Years Diploma (14 mos/Olds, 2 mos/work experience, 1 month/ Saskatoon institutional experience)	High school diploma or its equivalent with 60% or better in Math 30 or 33 or Math 30(P) Pure or Math 30(A) Applied; Chemistry 30; Biology 30. A minimum of 80 hours of volunteer or paid work experience in a veterinary clinic must be completed within 2 years prior to admission. Applicants will be required to submit two evaluation forms supplied by the Registrar's Office. At least one of these forms is to be completed by a Veterinarian or AHT(other veterinary support staff) from the clinic where the candidate gained their work experience. References from family or friends are not acceptable. Completion of questionnaire supplied by the Registrar's Office. This questionnaire is to be completed by the applicant upon completion of the work experience.
Equestrian/Equine Studies				
Equine Science Specialization in: - Horsemanship (Western & English) - Equine Business Management - Production and Breeding Management	**Olds College** Olds (Main) Toll Free	 (403) 556-8281 1-800-661-6537	2 Years Diploma	High school diploma or equivalent with 50% or better in Biology 30, Math 20 or 23 or Math 20(P) Pure or Math 20 (A) Applied. Completed work experience evaluation form indicating a minimum of 160 hours of related work experience. Riding or Practical tests required. All Majors require 160 hours of substantiated work expereience in a related horse operation other than one owed by the applicant's family. However, for the Horsemanship Major, 80 of the 160 hours must be substantiated riding related experience. The work experience evaluation form must be filled out by your employer/employers and returned to Olds College prior to the first of March.

AGRICULTURE AND RELATED TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Equestrian/Equine Studies			
Equine Studies - Horse Training Major Specialization in: Western Horsemanship	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882	1 Year Certificate; Includes 6 weeks work experience	Alberta high school diploma or equivalent; or Adult Status is available if you've been out of school for atleast one year but admission is not automatic. Adult Status applicants must submit an application, letter outlining your education, experience, and reasons for seeking admission to the program. All applicants must provide: minimum one year equine-related experience (via letter or resume), a letter of reference from person working in the equine industry. Must demonstrate that they are physically capable of saddling, bridling and mounting a horse. You must be able to guide a horse through the walk, jog and lope in a controlled manner, whether in a circle or simple pattern. Evidence of ability recorded on video tape is acceptable.
Equine Studies - Horsemanship Major Specialization in: - Western Horsemanship	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882	1 Year Certificate (6 weeks work experience)	Alberta High School Diploma or equivalent; or Adult Status is available but is not automatic admission. Adult Status applicants must have been out of school atleast one year and submit an application, letter outlining your education, experience, and reasons for seeking admission to the program. Applicants must provide evidence via a video you are physically capable of saddling, bridling and mounting a horse without assistance. You must be able to guide a horse through the walk, jog and lope in a controlled manner using the same horse you will be bringing to the program. The horse will also be evaluated for program suitability.

AGRICULTURE AND RELATED TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Equestrian/Equine Studies			
Farrier Science, Advanced	**Olds College** Olds (Main) (403) 556-8281 Toll Free 1-800-661-6537	1 Year Certificate (Jan - Apr) Olds College (May- Sept) 12 weeks work experience (Oct - Dec) Olds College	Minimum 18 years of age or older, 50% or better in Math 20 or 23 or Math 20(P) Pure or Math 20(A) Applied,English 20 or 23, Biology 20; demonstrate knowledge of the farrier profession, exhibit sufficient experience with horses; demonstrate the ability to handle a horse and respond to questions regarding conformation, disposition and soundness during the interview process, exhibit basic aptitude for handling required hand tools. Complete an on-campus verbal interview.
Level I Coaching and Riding	**Olds College** Olds (Main) (403) 556-8281 Toll Free 1-800-661-6537	7 Months	Must be 18 years of age or older. Must have sufficient experience with horses at the time of entrance to the program to adequately cope with the course material offered. Applicants must submit two references and are encouraged to visit the College to assess the program. Must complete an in person or telephone interview with the Program coordinator.
Floriculture Operations			
Floral Design Specialization in: - Care and handling of fresh flowers - Floral arranging - Current floral design techniques	**Mount Royal College** Continuing Education (403) 240-6875	3 Levels Certificate of Completion	18 years of age or older.
Floral Design Career	**Chinook College** Calgary (Main) (403) 777-7200	Lorne White Floral Certificate (Course number varies upon option)	Seventeen (17) years of age or older and Canadian citizen or landed immigrant status.

AGRICULTURE AND RELATED TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Floriculture Operations			
Floristry, Commercial	**Olds College** Olds (Main) (403) 556-8281 Toll Free 1-800-661-6537	1 Year Certificate (including 8 weeks practicum); Diploma: Production Horticulture - Floriculture Major	High school diploma or equivalent with 50% or better in Biology 20 and 55% in Math. 20 or 23 or Math 20 (P) Pure and Math 20 (A) Applied. Diploma: Graduates of the Commercial Floristry Certificate program with a GPA of 2.00 or better in the laddered program are eligible for direct entry into the Horticulture Production Diploma - Floriculture Major.
Food Products Processing			
Meat Processing Delivery in: Classroom/Hands on training	**Olds College** Olds (Main) (403) 556-8281 Toll Free 1-800-661-6537	5 Months (includes a 3 week work experience) Certificate	Applicants must be 18 years of age or older and in good physical condition. An Alberta High School Diploma or equivalent is recommended.
Horticulture			
Bachelor of Applied Horticulture Technology Specialization in: - Ornamental Horticulture - Production Horticulture - Turf Management	**Olds College** Olds (Main) (403) 556-8281 Toll Free 1-800-661-6537	* 2 Years (1 year of Academic studies & 1 year of Directed Field studies) Degree	Candidates must have completed a diploma in Horticulture or degree in a closely-related area. Also required is a minimum of four months work experience in the horticulture industry.
Horticulture Specialization in: - Ornamental Horticulture; Arboriculture, Landscape Mngt, Turf Mngt - Production Horticulture; Greenhouse Management, Nursery/Field Production Floriculture	**Olds College** Olds (Main) (403) 556-8281 Toll Free 1-800-661-6537 Transfers to: University of Lethbridge, The	2 Years Diploma	High school diploma or equivalent with a minimum of 55% in Chemistry 20, Biology 20, Math 20 or 23 or Math20 (P) Pure or Math 20 (A) Applied.

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AGRICULTURE AND RELATED TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Horticulture			
Horticulture & Landscaping Certificates Specialization in: - Building the Landscape - Creating Landscapes I - Creating Landscapes II - Golf Course Maintenance - Greenhouse Flower Production - The Horticulturist - Landscape Maintenance for Ornamental Plants - Landscape Maintenance for Turf - Landscape Maintenance for Woody Plants - Nursery Production - Park Maintenance - Urban Tree Care Distance: Yes Delivery in: Print	**Olds College** Open Learning Services - Extension Services (403) 556-8321 Toll Free 1-800-661-6547	Varies, certificates awarded	Inquire with institute.
Horticulture (Ontario Diploma, ODH) Distance: Yes Delivery in: Print	**Olds College** Open Learning Services - Extension Services (403) 556-8321 Toll Free 1-800-661-6547	Diploma, Varies in length	Inquire with institute.
Horticulture Career	**Chinook College** Calgary (Main) (403) 777-7200	6 Core Courses (plus optional courses) Certificate	Seventeen (17) years of age or older and a Canadian citizen or landed immigrant status.
Horticulture Technician Specialization in: - Horicultural Management - Landscape Design and Maintenance	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882	1 Year Certificate (Includes 16 weeks work experience)	An Alberta High School Diploma with a "C" or better in Grade 11 Biology, Chemistry, Math and English. Adult Status is available if you've been out of school for at least one year, but admission is not automatic. Adult Status applicants must submit an application and letter outlining your education, experience, and reasons for seeking admission to the program.

AGRICULTURE AND RELATED TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Horticulture			
Prairie Horticulture Specialization in: - Landscaping & Arboriculture - Nursery Crop Production - Greenhouse Crop Production - Fruit & Vegetable Production Distance: Yes Delivery in: Print, videotape, audio-conferences, televised seminars, lab sessions.	**Olds College** Open Learning Services - Extension Services (403) 556-8321 Toll Free 1-800-661-6547	Certificate, Varies in length	Inquire with institute. This program is offered cooperatively by a consortium of four Western Canadian education institutions: Assiniboine Community College(Brandon), Olds College(Olds), University of Manitoba and the University of Saskatchewan.
Landscaping and Groundskeeping			
Landscape Design & Construction	**Chinook College** Calgary (Main) (403) 777-7200	3 Course Certificate	Seventeen (17) years of age or older and a Canadian citizen or landed immigrant.
Landscape Gardener	**Apprenticeship Trades (Alberta)** Edmonton (Main) (780) 422-4266 Toll Free 1-800-661-3753	4 Years, including four 8-week in-class sessions	Most employers prefer Grade 12. Minimum Alberta Grade 9 or equivalent, or pass an entrance examination. Find an appropriate employer who is willing and able to hire and train an apprentice. To learn more about apprenticeship in Alberta, contact the Career Information Hotline for the apprenticeship office nearest you.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Ranch and Feedlot Support			
Feedlot Worker	**Training Inc. - Lethbridge** Lethbridge (Main) (403) 320-5100	264 Hours (9 Weeks)	Standard Admission- 1. Alberta High school diploma verified by transcript, with 50 percent or better in grade 12 English and Math 10 or non-Alberta equivalent. OR Successful completion of the General Equivalency Diploma (G.E.D) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students who do not meet the above standards may be admitted if they meet ALL of the following criteria. 1. Out of high school for two years. 2. Successful test result on aptitude test chosen by the school. 3. 30% toward an Alberta high school diploma, verified by transcript, with 50% or better in a grade 10 English and Mathematics 10 or any Grade 11 Mathematics or non-Alberta equivalent.
Ranch and Feedlot Rider	**Lakeland College** Vermilion (780) 853-8420 Toll Free 1-800-661-6490	One Year Certificate	A high school diploma (or mature status admission) with at least 50% in English 30 (65% in English 33), 50% in Math 20 or 23, and one of Biology 20, Chemistry 20, Physics 20, or Science 20.

AGRICULTURE AND RELATED TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Ranch and Feedlot Support			
Swine Technician	**Training Inc. - Lethbridge** Lethbridge (Main) (403) 320-5100	240 Hours (6 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D) with a standard score of 50 or better in English. Mature Admission- Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on aptitude test chosen by the school and approved by the Director of Private Institutions, Alberta Learning. 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a Grade 10 English, or non-Alberta equivalent. In addition, all students must: 1. Successfully pass an interview with school administration. 2. Provide a statement of health from a physician. 3. Have a valid driver's licence.
Turf and Turfgrass Management			
Irrigation Technician Specialization in: Turfgrass Irrigation Design and Management	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882	1 Year Certificate (Includes 16 weeks Work Experience)	An Alberta High School Diploma with "C" or better in Grade 11 Biology, Chemistry, Math and English. Adult Status is available is you've been out of school for atleast one year, but admission is not automatic. Adult Status applicants must submit an application and letter outlining your education, experience, and reasons for seeking admission to the program.

AGRICULTURE AND RELATED TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Turf and Turfgrass Management			
Sportsfield/Parks Technician Specialization in: Parks/Sports Turfgrass Management	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882	1 Year Certificate (Includes 16 weeks work experience)	An Alberta High School Diploma with "C" or better in Grade 11 Biology, Chemistry, Math and English. Adult Status is available if you've been out of school for at least one year, but admission is not automatic. Adult Status applicants must submit an application and letter outlining your education, experience, and reasons for seeking admission to the program.
Turfgrass Management Technician - Sportsfield Specialization in: - Sportsfield	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882	One Year Certificate	Alberta High School Diploma with "C" or better in Grade 11 Biology, Chemistry, Math and English or equivalents. Adult Status is available if you've been out of school for at least one year, but admission is not automatic. Application to include a letter outlining your education, experience, and reasons for seeking admission to program.
Turfgrass Management Technology Specialization in: - Golf Course Management - Turfgrass Management - Pesticide Applications	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882 Transfers to: University of Lethbridge, The	2 Year Diploma; Includes 16 weeks of work experience	Alberta high school diploma with "C" or better in Math 20, English 20/23, Chemistry 20 and Biology 20, or equivalent; or Adult Status. Adult Status is available it you've been out of school for atleast one year, but admission is not automatic. Adult Status applicants must submit an application, letter outlining your eduction, experience, and reasons for seeking admission to the program. All applicants must submit an up-to-date personal resume and two letters of reference - preferably turfgrass related. Final selection on competitive basis.

ARTS, FINE AND PERFORMING

Aboriginal Arts

- Aboriginal Arts

Art History

- Art History
- History of Art and Design

Art and Design

- Art
- Art and Design
- Arts
- Ceramics
- Design
- Drawing
- Fibre
- Fine Art
- Fine Arts
- Fine Arts Certificate
- Fine Arts General Interest
- Fine Arts University Transfer
- Foundation Year
- Glass
- Jewellery & Metals
- Painting
- Photographic Arts
- Printmaking
- Sculpture
- Visual Art
- Visual Arts
- Visual Design

Dance

- Dance

Drama

- Drama
- Dramatic Arts

Interdisciplinary Arts

- Art, Drama and Music
- Media and Visual Arts

Media Arts and Digital Technologies

- 3D Animation and Digital Compositing
- Interactive Digital Design - Music
- Interative Digital Design - Music
- Media Arts & Digital Technologies
- Visual Arts Interactive Digital Design

Music

- Audio
- Church Music
- Conservatory of Music
- Music
- Music Acoustic

Music

(continued)

- -Music Performance
- -Music Studies
- -Music University Transfer
- -Music and Sound
- -Opera
- -Sacred Music

Theatre Arts

- -Motion Picture Arts
- -Technical Theatre
- -Theatre
- -Theatre Arts
- -Theatre Design
- -Theatre Production
- -Theatre Studies

ARTS, FINE AND PERFORMING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Aboriginal Arts			
Aboriginal Arts Specialization in: - Aboriginal Dance - Publishing/Multimedia - Chinook Winds Dance projects - Aboriginal Screenwriters - Choreography and Performances	**Banff Centre, The** Banff (Main) (403) 762-6180 Toll Free 1-800-565-9989	Varies	Applications are invited from Aboriginal artists who are already at the professional level. Due to the traditional nature of activiites within each program, it is a requirement that all programs and participants are alcohol and drug free. All participants of the program are required to sign a declaration of adherence to this policy. The minimum age requirement for applicants is 18 years of age. Contact institution for more information.
Art History			
Art History	**University of Calgary** Calgary (Main) (403) 220-6645	4 Years B.A.	Standard admission.
History of Art and Design Specialization in: - Art and Design Honors	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years BA or BFA B.A. (Honors) M.A.	For B.A.: Standard admission with English 30, a 30-level language other than English or Mathematics 30 or Pure Mathematics 30, plus three other approved 30-level subjects (Social Studies 30 recommended). For B.F.A.: Standard admission with English 30 and any four of: Social Studies 30, a 30-level language other than English, Biology 30, Chemistry 30, Physics 30, Mathematics 30 or Pure Mathematics 30 or Mathematics 31, Science 30 or an approved fine arts subject. Portfolio by May 1. Assessment may include interview. B.A.(Honors): one year B.A. program.

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*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

ARTS, FINE AND PERFORMING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Art and Design			
Art Specialization in: Two-Dimensional: - Painting - Photo-Arts Three-Dimensional: - Sculpture	**University of Lethbridge, The** Lethbridge (403) 320-5700 (Main)	• 2 Years Post-Diploma B.F.A. (Art); 3.5 Years Post-Diploma B.F.A. (Art)/B.Ed.; 4 Years B.A., BASc., B.F.A (Art).; 5 Years B.A./B.Ed., B.A./B.Mgt., B.F.A. (Art)/B.Ed.; (M.A.)	Standard admission. For Post-Diploma programs: an approved two- or three- year diploma and portfolio.
Art and Design	**Mount Royal College** Calgary (Main) (403) 240-0148 Transfers to: University of Alberta University of Calgary University of Lethbridge, The	Varies up to 2 Years	Standard university transfer admission with English 30 and Math 30 or 30-level language other than English.
Art and Design Specialization in: - Art History - for B.A. (Honors) - Painting, Printmaking, Sculpture, Drawing - for B.F.A.	**University of Alberta** Edmonton (780) 492-3113 (Main)	4 Years B.A., B.A. (Honors) or B.F.A. (M.A., M.F.A. or M.Des.)	For B.A.: Standard admission with English 30, a language other than English or Math 30 or Pure Math 30, and three other approved 30-level subjects (Social Studies 30 recommended). For B.F.A.: Standard admission with English 30 and any four of Social Studies 30, a 30-level language other than English, Biology 30, Chemistry 30, Physics 30, Pure Math 30 or Math 30/31, or an approved Fine Arts subject. Portfolio by May 1. Assessment may include an interview.
Arts Specialization in: - Art History - Developmental Art - Studio Art including: Drawing, Painting, Photography, Printmaking, and Sculpture	**University of Calgary** Calgary (Main) (403) 220-6645	4 Years B.A. (Art History) B.F.A. (Art) (M.F.A.)	Standard admission.

•Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

ARTS, FINE AND PERFORMING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Art and Design			
Ceramics Specialization in: Vessel, sculptural and experimental methods of making ceramics. Delivery in: Studio practice and classroom lectures	**Alberta College of Art and Design** Calgary (Main) (403) 284-7617 Toll Free 1-800-251-8290	4 Years Diploma in Visual Arts or BFA degree	Foundation/First Year at the Alberta College of Art & Design, or equivalent post-secondary fine arts education. Transfer students are encouraged to apply and should contact the College at: <admissions@acad.ab.ca> for information regarding transfer credit and art portfolio guidelines.
Design Specialization in: - Printmaking - Business/Marketing - Computer Science - Engineering/Business/Marketing - Industrial Design and Visual Communication Design - Social Sciences	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years BDes Bachelor of Design	Standard admission with English 30, plus any four of Biology 30, Chemistry 30, Mathematics or Pure Mathematics 30 or Math 31, Physics 30, Science 30, Social Studies 30, a 30-level Language other than English, one approved Fine Arts subject. For the Engineering/Business/Marketing route, Mathematics 30 or Pure Mathematics 30 is required. Mathamatics 31 and Physics 30 are recommended. For the Computing Science route, Mathematics 30 or Pure Mathematics 30 is required. For the Social Sciences route (concentration in Psychology), Mathematics 30 or Pure Mathematics 30 is a prerequisite for certain courses. A successfuly portfolio is required for all applicants.
Drawing Specialization in: The Drawing Program offers training, experience and opportunities for personal exploration in the visual language of drawing for professional artists seeking representation through the commercial and public gallery venues. Delivery in: Studio practice and classroom lectures	**Alberta College of Art and Design** Calgary (Main) (403) 284-7617 Toll Free 1-800-251-8290	4 Years Diploma in Visual Arts or BFA degree	Foundation/First Year at the Alberta College of Art & Design, or equivalent previous post-secondary fine arts education. Transfer students are encouraged to apply and should contact the College at: <admissions@acad.ab.ca> for information regarding transfer credit and art portfolio guidelines.

ARTS, FINE AND PERFORMING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Art and Design			
Fibre Specialization in: The Fibre program emphasizes a contemporary approach to fibre and textiles that combines technical skill and conceptual concern. The faculty's extensive knowledge of historical and contemporary textiles includes expertise in Japanese silk dyeing, multi-harness and computer-aided weaving, woven tapestry, fabric construction and surface design. Delivery in: Studio practice and classroom lectures	**Alberta College of Art and Design** Calgary (Main) (403) 284-7617 Toll Free 1-800-251-8290	4 Years Diploma in Visual Arts or BFA degree	Foundation/First Year at the Alberta College of Art & Design, or equivalent previous post-secondary fine arts education. Transfer students are encouraged to apply and should contact the College at: <admissions@acad.ab.ca> for information regarding transfer credit and art portfolio guidelines.
Fine Art Specialization in: - Studio Art - Art History	**Augustana University College** Camrose (Main) (780) 679-1100 Toll Free 1-800-661-8714	3 Years B.A. or B.Sc. (General); Up to 4 Years for an Art Minor in association with a different Concentration (General Degree) or Major (Special Degree)	Standard admission.
Fine Arts	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622 Transfers to: University of Lethbridge, The	2 Years Diploma	Standard admission. Portfolio required. Mature student status considered.
Fine Arts Certificate Specialization in: - Drawing and painting - Multimedia design	**University of Alberta** Faculty Of Extension (780) 492-3116	300 Hours Faculty of Extension Certificate (Two portfolio reviews and Exhibition)	High School Diploma or equivalent. Please see website at www.extension.ualberta.ca/finearts

ARTS, FINE AND PERFORMING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Art and Design			
Fine Arts General Interest Specialization in: - Drawing and Painting - Design - Printmaking	**University of Alberta** Faculty Of Extension (780) 492-3116	Varies (days or evenings)	For further information, please visit our website at: www.extension.ualberta.ca/finearts
Fine Arts University Transfer	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772 Transfers to: University of Calgary University of Lethbridge, The	60 credits (2 Years) towards a Bachelor of Fine Arts degree at the University of Calgary or University of Lethbridge.	Requires an overall average of 60% in the following, English 30 (minimum 60%), two subjects from Humanities or Science, one subject from Humanities, Fine Arts or Science, one subject from any group (Humanities, Fine Arts, Science, Options). If a Option is presented, the overall average must be on the other four subjects presented. If you are 21 years of age or older and do not meet these requirements, you should consult the Assistant Registrar, Admissions in the Registrar's Office.
Fine Arts University Transfer	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: Alberta College of Art and Design University of Alberta University of Calgary University of Lethbridge, The	Varies up to two years	Minimum average of 60% with no mark below 50% in: English 30 or 33 (students who enter the program with English 33 must take English 30 or the equivalent (English 095) and may not complete the program in four terms) and four other approved 30-level subjects -OR- mature student status.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Art and Design			
Foundation Year Specialization in: Fundamentals of Drawing, 2-D Design, 3-D Design, studio electives, and introductory Liberal Studies courses. Delivery in: Studio and classroom demonstrations and lectures	**Alberta College of Art and Design** Calgary (Main) (403) 284-7617 Toll Free 1-800-251-8290	This proram is the pre-requisite first year of all four-year Diploma/BFA/B Des programs	Alberta High School Diploma, or its equivalent, with an average of at least 60% calculated on four Grade 12 subjects, including either English 30 with a minimum grade of 60% or English 33 with a minimum grade of 65%. Canadian citizens/permanent residents who have not completed high school, are 21 years of age or older, and have been out of high school for at least one year may be considered for admission as non-matriculated adult applicants provided they possess either English 30 with a minimum grade of 60%; or English 33 with a minimum grade of 65%. NOTE: All students planning on applying to Media Arts & Digital Technologies after completing the Foundation Year will be required to possess an average of at least 70% calculated on four grade 12 subjects including English 30, Math 30 or Pure Math 30, a 30-level Science (Physics is strongly recommended) and Social Students 30 or a 30-level Fine Arts option.
Glass Specialization in: Hot glass manipulation and decoration for professional artists seeking representation through the retail and commercial store and gallery venues. Delivery in: Studio practice and classroom lectures	**Alberta College of Art and Design** Calgary (Main) (403) 284-7617 Toll Free 1-800-251-8290	4 Years Diploma in Visual Arts or BFA degree	Foundation/First Year at the Alberta College of Art & Design, or equivalent previous post-secondary fine arts education. Transfer students are encouraged to apply and should contact the College at: <admissions@acad.ab.ca> for information regarding transfer credit and art portfolio guidelines.

ARTS, FINE AND PERFORMING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Art and Design			
Jewellery & Metals Specialization in: The Jewellery & Metals program teaches a variety of jewellery and metalsmithing skills in the sculptural fabrication of both functional and non-functional works for professional artists seeking representation through the retail store and commercial/public gallery venues. Delivery in: Studio practice and classroom lectures	**Alberta College of Art and Design** Calgary (Main) (403) 284-7617 Toll Free 1-800-251-8290	4 Years Diploma in Visual Arts or BFA Degree	Foundation/First Year program at the Alberta College of Art & Design, or equivalent previous post-secondary fine arts education. Transfer students are encouraged to apply and should contact the College at: <admissions@acad.ab.ca> for information regarding transfer credit and art portfolio guidelines.
Painting Specialization in: The Painting program offers students the opportunity to develop a strong art practice in painting, media, photography and the interdisciplinary approaches of performance and installation for professional artists seeking representation through the commercial and public art gallery venues. Delivery in: Studio practice and classroom lectures	**Alberta College of Art and Design** Calgary (Main) (403) 284-7617 Toll Free 1-800-251-8290	4 Years Diploma in Visual Arts or BFA degree	Foundation/First Year at the Alberta College of Art & Design, or equivalent previous post-secondary fine arts education. Transfer students are encouraged to apply and should contact the College at: <admissions@acad.ab.ca> for information regarding transfer credit and art portfolio guidelines.
Photographic Arts Specialization in: Commercial and Fine Art photography Delivery in: Studio practice and classroom lectures	**Alberta College of Art and Design** Calgary (Main) (403) 284-7617 Toll Free 1-800-251-8290	4 Years Diploma in Visual Arts or BFA Degree	Foundation/First Year at the Alberta College of Art & Design, or equivalent previous post-secondary fine arts education. Art portfolio required from all applicants. Contact the College at <admissions@acad.ab.ca> for details regarding transfer credit and art portfolio guidelines.

ARTS, FINE AND PERFORMING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Art and Design			
Printmaking Specialization in: The Printmaking program offers introductory, intermediate, and advanced courses in intaglio, lithography, relief/collograph, silkscreen and photographic processes for professional artists seeking representation through the commercial and public gallery venues. Delivery in: Studio practice and classroom lectures	**Alberta College of Art and Design** Calgary (Main) (403) 284-7617 Toll Free 1-800-251-8290	4 Years Diploma in Visual Arts or BFA degree	Foundation/First Year at the Alberta College of Art & Design, or equivalent previous post-secondary fine arts education. Transfer students are encouraged to apply and should contact the College at: <admissions@acad.ab.ca> for information regarding transfer credit and art portfolio guidelines.
Sculpture Specialization in: Sculpture students are offered instruction in modelling, casting, carving, fabrication and other concepts and materials related to sculpture for professional artists seeking representation through the commercial and public gallery venues. Delivery in: Studio practice and classroom lectures	**Alberta College of Art and Design** Calgary (Main) (403) 284-7617 Toll Free 1-800-251-8290	4 Years Diploma in Visual Arts or BFA degree	Foundation/First Year at the Alberta College of Art & Design, or equivalent previous post-secondary fine arts education. Transfer students are encouraged to apply and should contact the College at: <admissions@acad.ab.ca> for information regarding transfer credit and art portfolio guidelines.
Visual Art	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: Alberta College of Art and Design University of Lethbridge, The	2 Year Diploma	Minimum average of 60% with no mark below 50% in English 30 or 33 (students who enter the program with English 33 must take English 30 or the equivalent (English 095) and may not complete the program in four terms) and four other approved 30-level subjects -OR- mature student status.

ARTS, FINE AND PERFORMING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Art and Design			
Visual Arts	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772 Transfers to: Alberta College of Art and Design University of Alberta University of Calgary University of Lethbridge, The	1 Year Certificate; 2 Years Diploma	High school diploma with English 30 or equivalent. Mature students must have English 30 (or equivalent) or are admissable to EN 0130 as determined by College placement tests.
Visual Arts	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408 Transfers to: Alberta College of Art and Design University of Alberta University of Calgary University of Lethbridge, The	2 Years Diploma	High school diploma with English 30/33 (or equivalent) or mature student status. There is no interview or portfolio requirement for first year students.
Visual Design Specialization in: The Certificate in Visual Arts can be completeted as a general certificate or it can be completed as a certificate with a specified area of study. Specified areas of study include: - Interior Design - Photographic Arts - Art Theory and Practice	**University of Calgary** Faculty of Continuing Education (403) 220-6292	Minimum of 250 Hours Certificate (4 core courses for 120 hours and 130 of elective courses)	The Visual Design Certificate is for the general adult public who are interested in any aspecte of visual design, such as interior design and decorating, photography, landscape design, graphic design or fine art. For program information, contact (403) 220-2952.
Dance			
Dance	**Banff Centre, The** Banff (Main) (403) 762-6180 Toll Free 1-800-565-9989	Varies	Application form including resume of training and experience accompanied by a statement of learning objectives required.

ARTS, FINE AND PERFORMING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Dance			
Dance	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	2 Years Diploma	Standard admission. Audition required. Preference will be given to the applicant demonstrating a basic knowledge of the principles of dance technique. Acceptable degree of skeletal alignment, flexibility, and musicality. Ablity to use body efficiently during movement combinations.
Dance	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years B.P.E. Bachelor of Physical Education	Standard admission with English 30 (mark of 60% required), plus four other approved 30-level subjects. Interview and physical fitness test may be required. Only one language other than English will be accepted. Applicants with excellent athletic ability who have applied significant time in the pursuit of sport and athletic excellence may wish to apply as exceptional athletic applicants. Contact the Faculty or consult the calendar.
Dance	**University of Calgary** Calgary (Main) (403) 220-6645	4 Years B.A.	Standard admission. Audition required.
Drama			
Drama	**Augustana University College** Camrose (Main) (780) 679-1100 Toll Free 1-800-661-8714	3 Years B.A. or B.Sc. (General) Up to 4 years for a Drama minor in association with a different concentration (General Degree) or major (Special Degree).	Standard admission.

ARTS, FINE AND PERFORMING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Drama			
Drama	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408 Transfers to: University of Alberta University of Calgary University of Lethbridge, The	2 Years Diploma	High school diploma with English 30 or 33 or mature student status and an audition/interview.
Drama	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years B.A. B.A. (Honors)	Standard admission with English 30 and a 30-level language other than English or Math 30 or Pure Math 30, plus three other approved Grade 12 subjects (Social Studies 30 recommended). B.A. Honors: One year B.A. program.
Drama Specialization in: - Acting - Design - Technical Theatre	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years B.F.A. (3 years residency after pre-professional studies)	Successful completion of 30 units of course weight, transferable to the B.A. program of the Faculty of Arts; six units of which must be junior-level English. Remaining units are optional; courses in the Humanities, Social Sciences and Fine Arts recommended. Contact Drama Department before applying.
Drama Specialization in: - Drama - Education Drama	**University of Calgary** Calgary (Main) (403) 220-6645	4 Years B.F.A. (M.A., M.F.A.)	Standard admission.

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

ARTS, FINE AND PERFORMING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Drama			
Dramatic Arts Specialization in: In 4 year B.F.A. (Dramatic Arts), and 2 year Post-Diploma B.F.A. (Dramatic Arts): Performance Major or Technical/Design Major.	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	* 2 Years Post-Diploma B.F.A. (Dramatic Arts); 3.5 Years Post-Diploma B.F.A. (Dramatic Arts)/B.Ed.; 4 Years B.A., BASc., B.F.A. (Dramatic Arts); 5 Years B.A./B.Ed., B.F.A. (Dramatic Arts)/B.Ed., B.A./B.Mgt.; (M.A.)	Standard admission. For Post-Diploma programs: an approved two- or three- year diploma and portfolio.
Interdisciplinary Arts			
Art, Drama and Music	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	2 Years Post-Diploma B.F.A. (Multidisciplinary); 4 Years B.F.A. (Multidisciplinary)	Standard admission. An approved two- or three-year diploma for post-diploma admission.
Media and Visual Arts Specialization in: - Ceramics - Digital Media - Painting - Paper Media - Performance Arts - Photography - Print Media - Sculpture - Television and Video - Textiles - Video - 16 mm Film Editing - Computer Arts - New and Mixed Media	**Banff Centre, The** Banff (Main) (403) 762-6180 Toll Free 1-800-565-9989	2-14 Weeks	Open to candidates with prior significant experience. Portfolio including examples of work, plus two letters of reference and a statement of objectives required. The program supports creative and critical endeavors, providing access to emerging and established technologies.

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ARTS, FINE AND PERFORMING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Media Arts and Digital Technologies			
3D Animation and Digital Compositing	**DevStudios** Edmonton (Main) (780) 423-0300	1130 Hours (36 Weeks)	Contact School.
Interactive Digital Design - Music	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772	2 Year Diploma	You will need a high school diploma or equivalent with the following, English 30 (or equivalent). Music Theory, Grade Two Conservatory or equivalent. Previous experience with computers, while an asset, is not required. Previous musical experience is a definite asset. You may be also admitted if you have been out of school for one full year. You must have English 30 (or equivalent) or must be admissible to EN 0130 as determined by College placement tests. If you need to complete EN 0130 to to fulfil the English requirement, you will need to do so in the first semester and you may not complete the first year requirements within a year. In addition to the English requirement, you must have the equivalent of grade two conservatory theory. All applicants will be required to write a Music Theory Placement examination, write a 2-3 page typed statement of purpose or intent. an interview will be required for short-listed applicants.

ARTS, FINE AND PERFORMING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Media Arts and Digital Technologies			
Interative Digital Design - Music	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772 Transfers to: Athabasca University University of Lethbridge, The	2 Year Diploma	You will need a high school diploma or equivalent with the following, English 30 (or equivalent), Music Theory, Grade Two Conservatory (or equivalent). Previous experience with computers, while an asset, is not required. Previous musical experience is a definite asset. You may also be admitted if you have been out of school for one full year. You must have English 30 (or equivalent) or must be admissible to EN 0130 as determined by College placement tests. If you need to complete EN 0130 to fulfill the English requirement, you will need to do so in the first semester and you may not complete the first year requirements within a year. In addition to the English requirement, you must have the equivalent of grade two conservatory theory. All applicants will be required to write a Music Theory Placement examination. An interview will be required for short-listed applicants.
Media Arts & Digital Technologies Specialization in: Media Arts & Digital Technologies offers students the opportunity for an intensive program of study in the visual creative use of the new technologies of electronic and digital media. Delivery in: Studio practice, networked computers and classroom lectures.	**Alberta College of Art and Design** Calgary (Main) (403) 284-7617 Toll Free 1-800-251-8290	4 Years Bachelor of Fine Arts Degree	Foundation/First Year at the Alberta College of Art & Design, or equivalent previous post-secondary fine arts education with a cummulative GPA of at least a 2.67. MADT applicants must also possess an average of at least 70% calculated on four Grade 12 subjects, including English 30, Math 30 or Pure Math 30, a 30-level Science (Physics 30 is recommended) and Social Studies 30 or a 30-level Fine Arts option. Applicants with a demonstrated, advanced understanding of media practice and technologies who do not meet these academic requirements will be assessed on an individual basis and may be admitted by consent of the Program Head. Transfer students are encouraged to apply and should contact the College for information regarding transfer credit and portfolio guidelines.

ARTS, FINE AND PERFORMING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Media Arts and Digital Technologies			
Visual Arts Interactive Digital Design	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772	2 Years Diploma	If you have passed the Visual Arts foundation year of study at GPRC with a minimum GPA of 7.0, you will be given priority consideration for admission to this diploma specialization. You may be required to present a portfolio and a letter of intent. Transfer students wishing to apply for admission must have successfully completed one year of art study at the post-secondary level. As a transfer student, you must present an offical transcript of academic achievement, an art portfolio, and a letter intent. You will be interviewed prior to admission.
Music			
Audio Specialization in: - Audio Production - Audio Programs - Instrumental Performance - Music Residencies - Jazz Programs - Special Projects	**Banff Centre, The** Banff (Main) (403) 762-6180 Toll Free 1-800-565-9989	Varies	Application, portfolio, project description and resume required. Some program applications may require an audition tape.
Church Music	**King's University College, The** Edmonton (Main) (780) 465-8334 Toll Free 1-800-661-8582 Transfers to: University of Lethbridge, The	2-year Diploma	Five appropriate Grade 12 subjects including English 30 with an overall average of at least 60%, no single mark below 50%. Mature Student - minimum 21 years of age and English 30 with a minimum 60%. High school record and one letter of recommendation required; and/or college entrance examination scores. English Supplemental Test administered to some. Some keyboard and theory background required.
Conservatory of Music Specialization in: - Keyboard Instruments - String Instruments - Vocal and Choral Music - Wind and Percussion Instruments	**Grant MacEwan College** Alberta College (780) 423-6200	Varies	Varies with performance level.

ARTS, FINE AND PERFORMING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Music			
Music	**Augustana University College** Camrose (Main) (780) 679-1100 Toll Free 1-800-661-8714	4 Years Bachelor of Music; 3 Years B.A. or B.Sc. (General); 4 Years B.A. (Special). Up to 4 Years for a Music Minor in association with a different concentration (General Degree) or major (Special Degree).	Standard admission plus: for the Bachelor of Music - solo instrument or voice audition. For all programs: Completion of Music Theory Placement Examination and, in some cases, Harmony Placement Examination; Completion of the Keyboard Skills Interview.
Music	**Canadian University College** Lacombe (Main) (403) 782-3381 EXT 4142 Toll Free 1-800-661-8129	3 Years B.A.; 4 Years B.A.	A high school diploma with passing grades in English 30 and at least three other 30-level (Grade 12) courses.
Music	**Concordia University College of Alberta** Edmonton (Main) (780) 479-9220 Toll Free 1-866-479-5200	3 Year B.A.	Standard admission with English 30 and four other appropriate 30-level subjects.
Music Specialization in: - Performance - Recording Arts - Writing - General	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622 Transfers to: University of Lethbridge, The	2 Years Diploma	Standard admission, English 30 with min 50% or equivalent. Audition required. Aptitude & Proficiency Test: Theory (written) and Ear Training (written). Mature student must be 18 years of age and out of high school for one year.
Music	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408 Transfers to: University of Alberta University of Calgary University of Lethbridge, The	1 Year Certificate; 2 Years Diploma	High school diploma with English 30/33 or mature student status and audition/interview.

ARTS, FINE AND PERFORMING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Music			
Music	**King's University College, The** Edmonton (Main) (780) 465-8334 Toll Free 1-800-661-8582	3-year B.A. or 4-year B.A. or 4-year B.Mus.	Five appropriate Grade 12 subjects including English 30 with an overall average of at least 60%, no single mark below 50%. Mature Student - minimum 21 years of age and English 30 with a minimum 60%. High school record and one letter of recommendation required and/or college entrance examination scores. English Supplemental Test administered to some.
Music Specialization in: - Composition and Theory - Merchandising - Performance	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: University of Lethbridge, The	2 Year Diploma	High School Diploma with a minimum mark of 50% in English 30 or 33 -OR- mature student status - AND- audition and theory placement test.
Music Specialization in: - Composition and Theory - General - Performance (Piano, Organ, Voice, Strings and Harp, Wind and Percussion) - Music History - School Music	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years B.A. 4 Years B.Mus., B.Mus. (Honors) B.Mus. (Performance) 5 Years B.Mus./B.Ed combined (M.Mus., M.A., D.Mus., Ph.D.)	Standard admission with English 30, and a 30-level language other than English or Mathematics 30 or Pure Mathematics 30, plus three other approved Grade 12 subjects. Honors and Performance: 1 Year B. Mus. program. For B.Mus/B.Ed combined: English 30, four of Social Studies 30, 30-level language other than English, second 30-level language, Biology 30, Chemistry 30, Physics 30, Mathematics 30 or Pure Mathematics 30/ Mathematics 31, Science 30 or one approved Fine Arts subject. Audition, Theory Placement Exam and Aural Test required.
Music Specialization in: - Composition - Elementary Music Education - Music History and Literature - Performance (Keyboard, Orchestral Instrument, Voice) - Secondary Music Education - Theory	**University of Calgary** Calgary (Main) (403) 220-6645	4 Years B.Mus. (B.A. for General Music Specialization) (M.Mus., M.A., Ph.D.)	Standard admission. Music entrance examination and audition required.

ARTS, FINE AND PERFORMING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Music			
Music Specialization in: - Kodaly Concept of Music Education - Symphonic Band and Wind Ensemble	**University of Calgary** Calgary (Main) (403) 220-6645	3 summer sessions (3 weeks each summer) Dip.F.A.	Bachelor's Degree in Music or individual assessment of qualifications.
Music Specialization in: - Applied including Studio courses and ensemble activity - History and Literature - Theory including Composition, Conducting, or Orchestration	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	• 2 Years Post-Diploma B.Mus.; 3.5 Years Post-Diploma B.Mus./B.Ed.; 4 Years B.A., BASc., B.Mus.; 5 Years B.A./B.Ed., B.Mus./B.Ed., B.A./B.Mgt.; (M.A.)	Standard admission. An approved two- or three-year diploma and audition required for post-diploma admission. Audition required for combined degrees programs in Music Education. Piano proficiency required for graduation in Music Education programs.
Music Acoustic	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772 Transfers to: University of Lethbridge, The	2 Years Diploma	Requires a high school diploma with English 30 (or equivalent), Music 30 (or equivalent). Music Theory, Grade Two Conservatory or equivalent. A performance audition is required before you are offered admission. All applicants are required to write a Music Theory Placement examination. You may also be admitted if you have been out of school for one year. You must have English 30 (or equivalent) or must be admissible to EN 0130 as determined by College placement tests. If you are 21 years of age or older and do not have these pre-requisites, you will need an admission test and be interviewed by the Fine Arts Department.
Music Performance	**Gardner College - A Centre for Christian Studies** Camrose (Main) (780) 672-0171 Toll Free 1-800-672-5755	2 Year Associate of Music Performance Diploma	High school diploma or equivalent with English 30 or 33. Mature student status considered.

•Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

ARTS, FINE AND PERFORMING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Music			
Music Performance Specialization in: - Orchestral Instruments - Vocal Music	**Mount Royal College** Calgary (Main) (403) 240-0148 Transfers to: University of Lethbridge, The	2 Year Diploma	Standard admission. Performance skills equivalent to a Grade 10 Conservatory level. Audition and placement tests in Music Theory, History and Keyboard required.
Music Studies	**Nazarene University College** Calgary (Main) (403) 571-2550 EXT 231	3 Year B.A. (concentration in Music Studies)	Required High School Courses: All applicants must present five Grade 12 courses including English and Mathematics or a second language, with a minimum average of 60%or higher on the five courses.
Music University Transfer	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772 Transfers to: University of Alberta	60 credits (2 Years) toward entrance into the third year of a four year program at the University of Alberta.	Requries the following high school courses, English 30, any four of Social Studies 30, a 30-level language other than English, a second 30-level language other than English, Biology 30, Chemistry 30, Physics 30, Pure Math 30 or Math 31, Science 30, one approved Fine Arts subject (Music 30 preferred). Audition, interview and a Theory and Aural Skills Placement Exam is also required.
Music and Sound Specialization in: - Audio Production - Audio Programs - Instrumental Performance - Music Residencies - Jazz Programs - Special Projects - Master Classes	**Banff Centre, The** Banff (Main) (403) 762-6180 Toll Free 1-800-565-9989	Varies	Application, portfolio, project description and resume required. Most program applications may require an audition tape.
Opera	**Banff Centre, The** Banff (Main) (403) 762-6180 Toll Free 1-800-565-9989	Varies	Application form including resume of training and experience accompanied by a statement of learning objectives required.
Sacred Music	**Gardner College - A Centre for Christian Studies** Camrose (Main) (780) 672-0171 Toll Free 1-800-672-5755	4 Year Bachelor of Sacred Music	High school diploma or equivalent or mature student status.

ARTS, FINE AND PERFORMING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Theatre Arts			
Motion Picture Arts Specialization in: - Acting - Production	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630	3 Year Advanced Certificate in Motion Picture Arts; 4 Year Bachelor of Applied Motion Picture Arts	Two years of a post-secondary Theatre Studies Program (or equivalent) with a minimum 2.00 GPA. Other related post-secondary credits and/or equivalent experience will be considered - AND - completion of a successful audition (for the Acting Stream) or interview/portfolio (for the Production Stream).
Technical Theatre	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408 Transfers to: University of Alberta University of Calgary University of Lethbridge, The	2 Years Diploma	High school diploma with English 30 or 33 or equivalent or mature student status, and interview.
Theatre Specialization in: - Dance - Drama - Opera - Opera and Song - Stage Management - Theatre Production and Design	**Banff Centre, The** Banff (Main) (403) 762-6180 Toll Free 1-800-565-9989	Varies	Application form including resume of training and experience accompanied by a statement of learning objectives required.
Theatre Arts	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	2 Years Diploma	Standard admission. Audition & Monologue required: Singing, Dancing, Acting, Able to match pitch with no basic rhythm problems. No rhythm problems and no physical abnormalities that would hinder progress as a dancer. No Major speech impediments.
Theatre Arts Specialization in: - Performance Stream - Technical Stream	**Mount Royal College** Calgary (Main) (403) 240-0148 Transfers to: University of Lethbridge, The	2 Year Diploma	Standard admission. Audition/interview required.
Theatre Design	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years B.F.A.	30 units of course weight, transferable to the Faculty of Arts, six units of which must be junior-level English. Remaining units are optional; courses in the Humanities, Social Sciences, and Fine Arts recommended.

ARTS, FINE AND PERFORMING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Theatre Arts			
Theatre Production	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622 Transfers to: University of Alberta University of Lethbridge, The	2 Years Diploma	High school diploma. English 30 with min 50% OR English 33 with min 75% or equivalent. Mature applicants, 18 or over and out of high school at least one year.
Theatre Studies Specialization in: - Costume Construction (One Year Certificate) - Costume Cutting and Construction (Two Year Diploma) - Performance (Two Year Diploma) - Technology (Two Year Diploma)	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: University of Lethbridge, The	1 Year Certificate (Costume Construction); 2 Year Diploma (Costume Cutting and Construction, Performance, Technology)	Costume: High School Diploma -OR- mature student status -AND- interview (will assess communication and sewing skills). Performance: High School Diploma with a minimum mark of 50% in English 30 -OR- mature student status -AND- audition. Technology: High School Diploma with a minimum mark of 50% in English 30 or 33 -OR- mature student status -AND- interview.

AVIATION

Aeronautical Engineering Technology

- Aeronautical Engineering Technology

Aircraft Maintenance Engineers Technology

- Aircraft Maintenance Engineers Technology

Aircraft Skin and Structure Repair

- Aircraft Skin and Structure Repair
- Aircraft Structures Technician

Airplane Pilot

- Airplane Pilot
- Aviation

Aviation

- Aviation
- Aviation (Pilot) Training

Avionics Engineering Technology

- Avionics Engineering Technology
- Avionics Technology

Helicopter Pilot

- Commercial Helicopter - Initial
- Commercial Pilot - Helicopter Rating
- Helicopter Pilot

AVIATION

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Aeronautical Engineering Technology			
Aeronautical Engineering Technology Specialization in: Accreditation: Canadian Council of Technicians & Technologists, Alberta Society of Engineering Technologists, Canadian Technology	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	3 Years Advanced Diploma	Successful completion of the Mechanical Technologies common first year. Please refer to the Mechanical Technologies description for entrance requirements.
Aircraft Maintenance Engineers Technology			
Aircraft Maintenance Engineers Technology Specialization in: -fixed-wing and rotary-wing aircraft -engine and component overhaul -aircraft heavy maintenance -general, commercial and corporate aviation	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: University of Alaska Fairbanks	2 Year Diploma	Alberta High School Diploma or equivalent with at least 50% in Pure Math 30 or Applied Math 30 (33), and English 30 or 33. For upgrading options, please see our Pre-Careers program. Students with higher grades usually experience more success in SAIT programs. If this program receives more applications than we have seats, SAIT reserves the right to use selection criteria beyond those specified above.
Aircraft Skin and Structure Repair			
Aircraft Skin and Structure Repair	**Northern Alberta Institute of Technology** Patricia Campus (780) 453-5400	1 Year (1380 Hours) Certificate	Grade 11, with 50% in English 20 or 23, Math 20 or 23, and a Grade 11 Science (Physics 20 is recommended). Other relevant aircraft courses and experience will be considered.
Aircraft Structures Technician	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	1 Year Certificate	Alberta high school diploma or equivalent with at least 50% in Grade 12 English and Math. For upgrading options, please see our Pre-Careers program. In 2000, 100% of our graduates were employed within 6 to 9 months. Their starting salary was $29,500 per year.

AVIATION

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Airplane Pilot			
Airplane Pilot Specialization in: - Recreational Permit - Private Pilot's License - Commercial Pilot's License - Instructor Rating - Instrument Rating - VFR OTT Rating - Night Endorsement - Professional Mountain Course	**Adventure Aviation Inc.** Grande Prairie (780) 539-6968 (Main)	Varies	Minimum 14 years of age and able to meet all Transport Canada requirements including a Category 4 Aviation medical. Other requirements specific to each course. Minimum 18 years of age to take commercial pilot's license test.
Airplane Pilot Specialization in: - Commercial Pilot - Instructor Rating - Instrument Rating - Multi-Engine Rating - Night Endorsement	**Bar XH Air Inc.** Medicine Hat (403) 527-3328 (Main)	Varies	Minimum 17 years of age with a valid Canadian private pilot's license and able to meet all Transport Canada requirements including a Category I Aviation medical. Other requirements specific to each course. Minimum 18 years of age to take commercial pilot's license test.
Airplane Pilot Specialization in: - Commercial Pilot's License - Instructor Rating - Instrument Rating (single engine and multi-engine) - Multi-Engine Rating - Night Rating	**Calgary Flight Training Centre Inc.** Calgary (Main) (403) 291-9393	Varies	Commercial Pilot License - minimum 17 years of age to start training, private pilot license and Category I Aviation medical. Other requirements specific to each course. Minimum 18 years of age to take commercial pilot's license test.
Airplane Pilot Specialization in: - Commercial Pilot License - Co-pilot Course - Instructor Rating - Instrument Rating (single engine and multi engine) - Multi-Engine Rating - Mountain Course - Night Endorsement - Rating	**Calgary Flying Club** Calgary (Main) (403) 288-8831	Varies	Minimum 17 years of age, Category I Aviation medical, plus a valid Canadian private pilot license. Other prerequisites specific to each course. Minimum 18 years of age to take commercial pilot license test.

AVIATION

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Airplane Pilot			
Airplane Pilot Specialization in: - Commercial Pilot's License - Night Endorsement - Instructor Rating	**Camrose Flight Center** Camrose (780) 672-1810 (Main)	Varies	Minimum 17 years of age with a valid Canadian private pilot's license with a Category I Aviation medical. Other prerequisites specific to each course. Minimum 18 years of age to take a commercial pilot's license test. Private pilot training may be conducted on site.
Airplane Pilot Specialization in: -Private Pilot's License -Commercial Pilot's License -Instructor Rating -Instrument Rating (single engine and multi-engine) -Multi-Engine Rating -Night Rating -Aerobatics	**Canadian Flight Training Centre Inc., Springbank Airport** Calgary (Main) (403) 247-2799	Varies	Commercial Piolt License - minimum 17 years of age to start training, private pilot license and Category I Aviation medical. Other requirements specific to each course. Minimum 18 years of age to take commercial pilot's license test.
Airplane Pilot Specialization in: - Commercial Pilot Rating - Class IV Instructor Rating - Single-Engine Instrument Rating - Multi-Engine Instrument Rating - Multi-Engine Rating - Night Rating	**Centennial Flight Centre Ltd.** Edmonton (780) 451-4951 (Main)	Varies	Minimum 17 years of age with valid Canadian private pilot's license. Category I Aviation medical, plus ability to meet all Transport Canada requirements. Other requirements specific to each course. Minimum 18 years of age to take commercial pilot's license test.
Airplane Pilot Specialization in: -Commercial Pilot's License -Private Pilot's License -Night Endorsement -VFR Over-the-Top Rating	**Cold Lake Aviation Services Ltd.** Cold Lake (780) 639-3049 (Main)	Varies	Minimum 17 year of age with a valid Canadian private pilot's license and able to meet all Transport Canadian requirements including a Category I Aviation medical exam. Other requirements specific to each course. Minimum 18 years of age to take commercial pilot's license test.

AVIATION

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Airplane Pilot			
Airplane Pilot Specialization in: - Commercial Pilot's License - Float Plane Endorsement - Instrument Rating (single engine and multi-engine) - Mountain Endorsement - Multi-Engine Rating - Night Endorsement - Private and Coommercial Pilot's Licence - Instructor Rating	**Cooking Lake Aviation Academy Inc.** Sherwood Park (780) 922-2802 (Main)	Varies	Minimum 17 years of age with a valid Canadian private pilot's license and able to meet all Transport Canada requirements. Medical required for Category 1 commercial license, and Category 3 private license. Other requirements specific to each course. Minimum 18 years of age to take commercial pilot's license test. Student Pilot Permit 14 years of age. Recreational Pilot Permit 16 years of age.
Airplane Pilot Specialization in: - Commercial Pilot Licences - Night Rating - Instrument Rating - Multi-Engine Rating - Instructor Rating	**Edmonton Flying Club** Edmonton (780) 454-4531 (Main)	Varies	Yearly club membership $50 (pro-rated throughout the year for new members). Minimum age 14 - Student Pilot Permit; 16 - Recreational Pilot Permit; 17 - Private Pilot Licence; 18 - Commercial Pilot Licence. Must be able to read and write English and have a desire to excel.
Airplane Pilot Specialization in: - Recreational Pilot Permit - Private Pilot - Commercial Pilot - Night Rating - VRF OTT - Mountain Training	**Ervin Aviation Enterprises Ltd.** Stony Plain (403) 318-4643 (Main)	Varies	16 years of age. Able to meet Transport Canada requirements for license wanted.
Airplane Pilot Specialization in: - Aerobatic Instructor Rating - Commercial Pilot's License - Instructor Rating - Instrument Rating (single engine) - Night Endorsement	**Great International Flight Training** St. Albert (780) 460-8693 (Main)	Varies	Minimum 18 years of age with a valid Canadian private pilot's license and able to meet all Transport Canada requirements including a Category I Aviation medical. Other requirements specific to each course. Minimum 18 years of age to take commercial pilot's license test.

AVIATION

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Airplane Pilot			
Airplane Pilot Specialization in: - Commercial Pilot's License - Instructor Rating - Instrument Rating (single engine and multi-engine) - Multi-Engine Rating - Night Endorsement - Aerobatic Training - Aerobatic Instructor Rating	**High River Flight Centre Ltd.** High River (403) 652-3444 (Main)	Varies	See M.O.T. regulations.
Airplane Pilot Specialization in: -Commercial Pilot's License -Night Endorsement -VFR Over-the-Top Rating -Private Pilot's License	**Kewetin Flight Training Centre Inc.** Ft. Vermilion (780) 927-4630 (Main)	Varies - minimum 8 months	Minimum 17 years of age with a valid Canadian private pilot's license and able to meet all Transport Canada requirements including a Category I Aviation medical exam. Other requirements specific to each course.
Airplane Pilot Specialization in: - Commercial Pilot's License - Instructor Rating, Class IV - Instrument Rating (single engine and multi-engine)	**LFC Flight Centre (2000) Inc.** Lethbridge (Main)	Varies	Minimum 17 years of age with a valid Canadian private pilot's license and able to meet all Transport Canada requirements including a Category I Aviation medical. Other requirements specific to each course. Minimum 18 years of age to take commercial pilot's license test.
Airplane Pilot Specialization in: - Commercial Pilot Rating - Instructor Rating - Instrument Rating - Multi-Engine Rating - Night Rating - VFR Over the Top	**Lloyd Air 2000 Ltd.** Lloydminster (780) 875-2009 (Main)	Varies	See M.O.T. Regulations
Airplane Pilot Specialization in: - Commercial Pilot Training - Instructor Rating (Class IV to I) - Instrument Rating (single engine) - Night Endorsement - VFR Over the Top	**McMurray Aviation** Fort McMurray (780) 791-2182 (Main)	Varies	Valid private pilot's license, able to pass Transport Canada medical examination, and able to read English or French. Other requirements specific to each course. Minimum 18 years of age to take commercial pilot's license test.

AVIATION

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Airplane Pilot			
Airplane Pilot Specialization in: - Commercial Pilot Rating - Flight Instructor Rating - Instrument Rating - Multi-Engine Rating	**Morgan Air Services Co. Ltd.** Calgary (Main) (403) 291-3644	Varies	Commercial Pilot License - minimum 17 years of age to start training, private pilot license and Category I Aviation medical. Other requirements specific to each course. Minimum 18 years of age to take commercial pilot's license test.
Airplane Pilot Specialization in: - Commercial Pilot's License - Night Endorsement - Instrument Rating - Instructor Rating - Multi-Engine/Multi-Engine Instrument	**Namao Flying Club** St. Albert (Main) (780) 419-6777	Varies	Minimum 17 years of age with a valid Canadian private pilot's license and able to meet all Transport Canada requirements including a Category I Aviation medical. Other requirements specific to each course. Minimum 18 years of age to take commercial pilot's license test.
Airplane Pilot Specialization in: - Commercial Pilot's License - Instrument Rating (single engine and multi-engine) - Multi-Engine Rating - Night Endorsement	**Northern Air Charter (P.R.) Inc.** Grimshaw (Main) (780) 624-1911	Varies	Minimum 17 years of age with a valid Canadian private pilot's license and able to meet all Transport Canada requirements including a Category I Aviation medical. Other requirements specific to each course. Minimum 18 years of age to take commercial pilot's license test.
Airplane Pilot Specialization in: - Commercial Pilot - Instructor Rating - Night Endorsement	**P.A.L. Helicopters Inc.** ST. ALBERT (Main) (780) 458-3564	Varies	See M.O.T. Regulations.
Airplane Pilot	**Peacock Aero Flight Centre Ltd.** Calgary (Main) (403) 288-5118	Varies	As set by Transport Canada.
Airplane Pilot Specialization in: - Privat Pilot's License - Commercial Pilot's License - Instructor Rating, Class IV - Instrument Rating (single engine and multi-engine) - Multi-Engine Rating - Tail Dragger Training - Mountain Training	**Prairie Bible College** Three Hills (Main) (403) 443-2349 Toll Free 1-800-661-2425	Minimum of 2 years (Associate of Arts in Mission Aviation)	Able to meet all Transport Canada requirements including a Category I Aviation medical. Minimum 18 years of age to take commercial pilot's license test. Interviews required. Must show financial ability to complete first year. 1page essay on why applicant would like to obtain an AAMA at Prairie Bible College required.

AVIATION

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Airplane Pilot			
Airplane Pilot Specialization in: - Commercial Pilot's License - Instructor Rating - Instrument Rating - Night Endorsement	**Red Aero Aviation** Calgary (Main) (403) 247-4933	Varies	Minimum 18 years of age with a valid Canadian private pilot's license and able to meet all Transport Canada requirements including a Category I Aviation medical. Other requirements specific to each course. Minimum 18 years of age to take commercial pilot's license test.
Airplane Pilot Specialization in: -Commerical Pilot's License -Instructor Rating -Instrument Rating -Multi-Engine Rating -Night Endorsement	**Red Aero Aviation, Lethbridge** Lethbridge (Main) (403) 381-2163	Varies	Minimum 17 years of age with a valid Canadian private pilot's license and able to meet all Transport Canada requirements specific to each course. Minimum 18 years of age to take commercial pilot's license test.
Airplane Pilot Specialization in: - Private Pilot's License - Commercial Pilot's License - VFR Over the Top - Night Endorsement	**Rocky West Aviation Services Ltd.** Rocky Mountain House (Main) (403) 845-9888	Varies	Minimum 17 years of age with a valid Canadian private pilot's license and able to meet all Transport Canada requirements including a Category I Aviation medical. Other requirements specific to each course. Minimum 18 years of age to take commercial pilot's licesnse test.
Airplane Pilot Specialization in: - Commercial Pilot's License - Crew Resource Management - Instructor Rating - Instrument Rating (single engine and multi-engine) - Multi-Engine Rating	**Sky Wings Aviation Academy** Penhold (Main) (403) 886-5191	Varies	Must meet D.O.T. requirements.
Airplane Pilot Specialization in: - Commercial Pilot's License - Crew Resource Management - Instructor Rating - Instrument Rating (single engine and multi-engine) - Multi-Engine Rating	**Sky Wings Aviation Academy Ltd. - Okotoks** Okotoks (Main) (403) 938-5252	Varies	Must meet D.O.T. requirements.

AVIATION

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Airplane Pilot			
Airplane Pilot Specialization in: - Commercial Pilot's License - Private Pilot's License - Instrument Rating (single-engine and Multi-engine) - Mountain Endorsement - Multi-engine Rating - Night Endorsement - VFR Over-the-Top Rating	**Springbank Air Training College Ltd.** Calgary (Main) (403) 288-7700	Varies	Must meet D.O.T. requirements
Airplane Pilot Specialization in: -Commercial Pilot's License -Instructor Rating -Night Endorsement -VFR Over-the-Top Rating -Mountain Flying -Recreational Permit	**Strathcona Flight School** Edmonton (Main) (780) 910-7973	Varies	Minimum 18 years of age with a valid Canadian private pilot's license and able to meet all Transport Canada requirements including a Category I Aviation medical exam. Other requirements specific to each course. Minimum 18 years of age to take commercial pilot's license test.
Airplane Pilot Specialization in: -Aerobatic Training -Commercial Pilot's License -Instructor Rating -Instrument Rating (single engine and multi-engine) -Multi-Engine Rating -Night Endorsement	**Westpoint School of Aviation Inc., Calgary Int'l Airport** Calgary (Main) (403) 250-3321	Varies	Minimum 17 years of age with a valid Canadian private pilot's license and able to meet all Transport Canada requirements including a Category I Aviation medical exam. Other requirements specific to each course. Minimum 18 years of age to take commercial pilot's license test.
Airplane Pilot Specialization in: - Commercial Pilot's License - Instructor Rating - Instrument Rating (single engine and multi-engine) - Multi-Engine Rating	**Westpoint School of Aviation Inc., Springbank Airport** Toll Free 1-800-359-0738 Calgary (Main) (403) 250-3321	Varies	Minimum 17 years of age with a valid Canadian private pilot's license and able to meet all Transport Canada requirements including a Category I Aviation medical. Other requirements specific to each course. Minimum 18 years of age to take commercial pilot's license test.
Airplane Pilot Specialization in: - Commercial Pilot's License - Private Pilot License - Recreational Permit - Instrument Rating - Mountain checkout - Night Endorsement	**Wetaskiwin Air Services Ltd.** Wetaskiwin (Main) (780) 352-5643	Varies	Minimum 17 years of age with a valid Canadian private pilot's license and able to meet all Transport Canada requirements including a Category I Aviation medical. Minimum 18 years old to hold valid commercial pilot's license.

AVIATION

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Airplane Pilot			
Aviation	**Westpoint School of Aviation Inc., Calgary Int'l Airport** Calgary (Main) (403) 250-3321	Varies	Minimum 18 years of age with Grade 12 or equivalent. Able to meet all Transport Canada requirements including a Category I Aviation medical exam. Other requirements specific to each course. A valid Canadian private pilot's license is mandatory.
Aviation	**Westpoint School of Aviation Inc., Springbank Airport** Toll Free 1-800-359-0738 Calgary (Main) (403) 250-3321	Varies	Minimum 18 years of age with Grade 12 or equivalent. Able to meet all Transport Canada requirements including a Category I Aviation medical. Other requirements specific to each course. A valid Canadian private pilot's license is recommended.
Aviation			
Aviation Specialization in: Air Flight and Aviation courses must be completed at Bar XH Air Inc., Medicine Hat.	**Medicine Hat College** Medicine Hat (403) 529-3819 (Main)	2 Years Diploma	Math 30 (Math 31 preferred), Physics 30 and English 30. Transport Canada approved medical. Must have private pilot's license at the time of registration.
Aviation	**Mount Royal College** Calgary (Main) (403) 240-0148	2 Year Diploma	English 30 and Pure Math 30. Transport Canada medical, pre-testing and an interview required. Possession of a private pilot's license at the time of registration.

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

AVIATION

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Aviation			
Aviation Specialization in: - Multi-Engine Instrument Rating - Flight Instructor Rating	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630	* 2 Year Diploma; Students will receive a Commercial Pilot License at the end of the first year, in second year the students have an option of obtaining either a Multi-Engine Instrument Rating or a Flight Instructor Rating , along with a Single Engine Instrument Rating. Student will also receive a Certificate in Management from Red Deer College.	Successful completion of high school including the following courses (or their equivalent): Math 30 or 33, English 30 or 33, Accounting and Computer experience is recommended, Physics is an asset, Math 31 is recommended. Candidates must be cleared to Commercial Pilot Medical Standards by a Ministry of Transport Doctor. Applicants may be conditionally accepted into the program subject to being in possession of a medical at the time of registration. (This is a cooperative program between Sky Wings Aviation and Red Deer College.)

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AVIATION

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Aviation			
Aviation Specialization in: - Multi-Engine Instrument Rating - Flight Instructor Rating	**Sky Wings Aviation Academy** Penhold (Main) (403) 886-5191	* 2 Year Diploma; Students will receive a Commercial Pilot License at the end of the first year, in second year the students have an option of obtaining either a Multi-Engine Instrument Rating or a Flight Instructor Rating , along with a Single Engine Instrument Rating. Student will also receive a Certificate in Management from Red Deer College.	Successful completion of high school including the following courses (or their equivalent): Math 30 or 33, English 30 or 33, Accounting and Computer experience is recommended, Physics is an asset, Math 31 is recommended. Candidates must be cleared to Commercial Pilot Medical Standards by a Ministry of Transport Doctor. Applicants may be conditionally accepted into the program subject to being in possession of a medical at the time of registration. (This is a cooperative program between Sky Wings Aviation and Red Deer College.)
Aviation (Pilot) Training	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	2 Years Diploma	A High School Diploma, including Math 30, English 30 (or equivalent), and one of: Physics 30, Chemistry 30, or Science 30 minimum 60% average in all compulsory subjects. Student selection is competitive and is based on criteria that may include academic achievement beyond the minimum prerequisite identified in the NAIT calendar or application form. All candidates are advised to have a Transport Canada Category 1 Medical Examination performed by a qualified physician. Priority will be given to students entering with Pure Math 30. Applicants presenting Applied Math 30 will be assessed and upgrading may be required.

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

AVIATION

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Avionics Engineering Technology			
Avionics Engineering Technology	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	* 2 Years Diploma	An Alberta High School Diploma or equivalent, including English 30 or 33, Math 30 or a minimum 60% in Math 33 and one of: Physics 30 (highly recommended), Science 30, or Chemistry 30. An interest in and aptitude for applied sciences, especially those with a physics base are a definite asset to anyone considering this program. Computer keyboard entry comprises a portion of training time, particularly in term one; therefore, touch typing or basic keyboarding skills are an asset. Priority will be given to students entering with Pure Math 30. Applicants presenting Applied Math 30 will be assessed and upgrading may be required.
Avionics Technology	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	2 Year Diploma	Alberta High School Diploma or equivalent with at least 50% in Pure Math 30 or Applied Math 30 (33), and English 30 or 33. For upgrading options, please see our Pre-Careers program. In 2000, 100% of our graduates were employed within 6 to 9 months. Their starting salary range was $19,700 to $42,000 per year.
Helicopter Pilot			
Commercial Helicopter - Initial	**Millennia Helicopters Ltd.** GRANDE PRAIRIE (Main) (780) 402-2577	100 Hours	As set by Transport Canada.
Commercial Pilot - Helicopter Rating	**Bighorn Helicopters Flight School** Calgary (Main) (403) 286-7186	100 Hours	As set by Transport Canada.

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AVIATION

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Helicopter Pilot			
Helicopter Pilot Specialization in: - Commercial Alternate Category - Commercial Helicopter Pilot	**E-Z Air Helicopter Training Inc.** Edmonton (780) 453-2085 (Main)	Varies	As set by Transport Canada.
Helicopter Pilot Specialization in: - Commercial Helicoptor Pilot - Advanced - Instructor Rating - Night Endorsement - Turbine Endorsement	**Great Slave Helicopters Flight Training Centre** St. Albert (780) 458-6811 (Main)	Varies	AS SET BY TRANSPORT CANADA.
Helicopter Pilot	**Sky Lift Aviation** Lethbridge (403) 327-0300 (Main)	60 Hours (Helicopter - Alternate) 100 Hours (Helicopter - Rating)	See M.O.T. Regulations

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

Aboriginal Leadership Programs

-Aboriginal Leadership and Management
-Native American Studies

Accounting

-Accelerated Accounting
-Accounting
-Accounting & Strategic Measurement
-Accounting & Strategic Measurement - Co-operative
-Accounting (Advanced)/ Accounting Technician
-Accounting Science
-Accounting and Financial Planning
-Accounting/ Accounting Technician
-Applied Accounting
-Applied Business Administration, Bachelor of
-Bachelor of Applied Business Administration/Accounting
-Business Administration - Accounting & Financial Services Major
-CAPPA Seminars
-Canadian Association of Petroleum Production Accounting (CAPPA)
-Office Accounting Systems
-Professional Accounting

Auctioneering

-Auctioneering

Business & Commerce, University Transfer

-Business/Commerce University Transfer
-Commerce University Transfer
-Commerce/Management University Transfer
-Management University Transfer

Business Administration (French)

-Bilingual Business Administration

Business Administration (Graduate or Senior Executive)

-Business Administration (M.B.A.)
-MBA: Project Management
-Management
-Management -Advanced Graduate Diploma
-Project Management, AGD in

Business Administration (More Than Two Years)

-Administration
-Business Administration
-Business and Entrepreneurship
-Business/Commerce
-Commerce
-General Management and Leadership
-Management
-Management Development
-Management, Bachelor of (4 year)
-Management, Bachelor of (3 year)
-Operations Management

Business Administration (One Year or Less)

Business Administration (One Year or Less) (continued)

-Administration
-Business Administration
-Business Management
-General Management
-General Management Certificates - Online
-Leadership Development
-Leadership for Middle Managers
-Management
-Management Development
-Management Seminars for Supervisors
-Project Management
-Purchasing Management
-Small Business
-Strategic Management Certificate
-Successful Entrepreneurship
-Supervisory Development
-Venture Online Certificate

Business Administration (One to Two Years)

-Administration - Post Diploma
-Business Administration
-Business Administration - Management & Entrepreneurship Major
-Management
-Management - Post Diploma
-Management, Bachelor of - Post Diploma

Business Administration Specialties

-Business Administration - Automotive Marketing
-Logistics Management
-Management for Engineers, Geologists and Geophysicists

Conflict Management

-Conflict Management
-Conflict Management Certificate Program
-Conflict Resolution
-Conflict Resolution & Negotiation
-Interest-Based Negotiation

E-Commerce

-Commerce - E-Commerce, Bachelor of
-E-Commerce

Finance

-Applied Financial Services
-Bachelor of Applied Financial Services
-Finance
-Financial Planning
-Financial Services

Financial Planning and Investments

-Canadian Investment Funds
-Canadian Securities Course
-Canadian Securities Course TM (Exam Preparation)
-Certified Financial Planner

(continued)

Financial Planning and Investments

- -Financial Planner, Certified
- -Financial Planning

Golf Management

- -Golf Management
- -Management Studies
- -Professional Golf Management

Health Administration

- -Health Administration
- -Health Administration - Post Diploma
- -Health Development Administration
- -Health Promotion Studies
- -Health Studies (Master)

Hospitality Management

- -Hospitality Management
- -Hospitality and Tourism
- -Hotel and Resort Management
- -Hotel and Restaurant Management
- -Hotel and Tourism Management Studies
- -Tourism and Hospitality Management

Human Resources Management

- -Human Resource Management
- -Human Resource Management Certificate - Online
- -Human Resource Management and Industrial Relations
- -Human Resources
- -Human Resources and Organizational Dynamics
- -Industrial Relations and Human Resources
- -Industrial Relations and Human Resources - Certificate
- -Industrial Relations and Human Resources - Post Diploma
- -Organization
- -Organization Post- Diploma
- -Recruiting and Hiring Practices

Human Services Administration

- -Applied Human Service Administration
- -Child Studies
- -Human Service Administration
- -Human Services

Insurance and Risk Management

- -Business Administration and Insurance
- -Insurance & Risk Management
- -Risk Management Certificate
- -Risk Management and Insurance

International Business

- -Applied International Business & Supply Chain Management
- -Asia Pacific Management
- -Forum for International Trade Training (FITTskills)
- -International Hotel and Tourism Management Studies
- -International Management

International Business (continued)
- -Management Studies

Land Management
- -Land Agent
- -Petroleum Land Administration
- -Petroleum Land Contract and Administration
- -Petroleum Land Management

Marketing and Sales
- -Business Marketing & Management Diploma
- -Marketing
- -Marketing Management
- -Marketing, Management and Entrepreneurship
- -Professional Sales

Public Administration
- -Applied Land Use Planning
- -Public Administration

Real Estate Sales and Management
- -Appraisal and Assessment
- -Mortgage Broker
- -Property Management
- -Real Estate 1000
- -Real Estate Agent: Residential
- -Real Estate Broker

Travel and Tourism Management
- -Business in Outdoor Pursuits
- -Ecotourism Management
- -Travel and Tourism Management

Volunteer, Arts and Not-for-Profit Management
- -Arts & Cultural Management
- -Fundraising Management
- -Heritage Resource Management
- -Non-Profit Management
- -Nonprofit Studies
- -Voluntary Sector Management

Workplace Communications
- -Group Facilitation Skills
- -Management Certificate in Workplace Communication
- -Professional Speaking

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Aboriginal Leadership Programs			
Aboriginal Leadership and Management Specialization in: - Aboriginal Forest and Land Management - Aboriginal Health Symposium - Aboriginal Leadership and Management Development - Aboriginal Oil and Gas Management - Best Practices in Aboriginal Business and Economic Development - Symposium - Business Development Strategies for Aboriginal Communities and Entrepreneurs - Establishing Aboriginal Governments - Management and Protection of Aboriginal Lands - Negotiation Skills Training	**Banff Centre, The** Banff (Main) (403) 762-6180 Toll Free 1-800-565-9989	Varies	Senior Management experience working with or in an Aboriginal organization required.
Native American Studies	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	* 2 Years Post-Diploma B.Mgt.; 3.5 Years Post-Diploma B.Mgt./B.Ed.; 4 Years B.Mgt.; 5 Years B.Mgt./B.Ed., B.A./B.Mgt., B.Sc./B.Mgt.; (M.A. or M.Sc. (Management))	Standard admission. Math 30 or Pure Math 30 (or Applied Math 30 and at least 75% standing in U. of Athabasca's Math 101) required. An approved Business Administration/Management diploma for post-diploma admission.

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BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting			
Accelerated Accounting	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	10 Courses Certificate	The Accelerated Accounting program consists fo courses relating to, or using, either the Certified General Accountants (CGA) course materials or reflecting the Society of Management Accountants syllabus. A student is eligible for an AcceleratedAccounting Certificate given the following: A pass mark of at least 50% has been earned in each of the ten required Certificate courses as outlined in the calendar. Note that these ten Certificate courses are required as part of both CGA and CMA programs. A maximum of five advanced credits may be granted for equivalent courses completed outside of NAIT's Accelerated Accounting Program. www.nait.ab.ca/coned
Accounting	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077 Continuing Education (780) 471-6248 Toll Free 1-800-661-4077 Transfers to: Athabasca University University of Lethbridge, The University of Lethbridge, The - Edmonton	2 Year Diploma	Entrance to the Year 2 Accounting Program requires completion of NAIT's Year 1, Business Administration Program which requires a High school diploma or equivalent with English 30 and Math 20 recommended.
Accounting	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	6 Course Certificate	The Accounting Certificate is designed to provide an individual with specific skills for a career in accounting. All of the courses may be used as credits towards an Accounting Diploma. See Calendar for individual course prerequisites. www.nait.ab.ca/coned

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ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting			
Accounting	**University of Calgary** Calgary (Main) (403) 220-6645	* 4 Years B.Comm.; 5 Years B.Comm (Co-op)	Standard admission with Math 30.
Accounting	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700 Calgary (403) 284-8596 Edmonton (780) 424-0425	* 8 Courses Diploma; 2 Years Post-Diploma B.Mgt.; 3.5 Years Post-Diploma B.Mgt./B.Ed.; 4 Years B.Mgt.; 5 Years B.Mgt./B.Ed., B.A./B.Mgt., B.Sc./B.Mgt.; (M.A., M.Sc. or M.Sc. (Management))	Standard admission. Math 30 or Pure Math 30 (or Applied Math 30 and at least 75% standing in U. of Athabasca's Math 101) required. An approved Business Administration/Management diploma for post-diploma admission.
Accounting & Strategic Measurement	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622 Transfers to: Athabasca University University of Lethbridge, The	* 2 Year Diploma (Offer both FT & PT Evenings)	Standard admission. English 30 with min 50% OR English 33 with min 75% OR Equivalent. Math 30/Math 30 Pure, Math 33/Math 30 Applied with min 65% OR Equivalent. Mature Admission will be considered.
Accounting & Strategic Measurement - Co-operative	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	* 2 Years Diploma Co-op	Standard Admission. English 30 with min 50% OR English 33 with min 75% or Equivalent. Math 30/Math 30 Pure, Math 33/Math 30 Applied with min 65% OR Equivalent. Mature admission considered.
Accounting (Advanced)/ Accounting Technician Distance: Yes Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 Year (33 credits) University Certificate in Advanced Accounting	The University Certificate in Accounting (or its equivalent) is required for enrolment in the program as the program is designed to build upon the the knowledge and skills developed in the University Certificate in Accounting (or equivalent).

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BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting			
Accounting Science	**University of Calgary** Calgary (Main) (403) 220-6645	3 Years (B.Acc.S)	Standard admission. Completion of Levels 1-3 from the Certified General Accountants Association of Canada Program of Professional Studies.
Accounting and Financial Planning	**Lakeland College** Vermilion (780) 853-8420 Toll Free 1-800-661-6490 Transfers to: Athabasca University Royal Roads University University of Lethbridge, The	2 Years Diploma	A high school diploma (or mature status admission) with at least 50% in English 30 (65% in English 33) and 55% in Math 30 (65% in Math 33). Math 30 is recommended
Accounting/ Accounting Technician Distance: Yes Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 Year (30 credits) to earn a University Certificate in Accounting	Anyone 18 years of age or older can apply for undergradute studies, regardless of previous academic achievement. A high-school diploma is not required.
Accounting/ Accounting Technician Specialization in: - Accelerated Accounting - Accounting Technician Distance: Both Distance and Non-Distance Delivery in: Also offered in Teleconference format.	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	7 Courses Certificate	A good general knowledge of English, tendency toward neatness and organizaton, and completed Junior Accounting Certificate.
Accounting/ Accounting Technician Specialization in: - Accelerated Accounting - Junior Accounting	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	7 Courses Certificate	A good general knowledge of English and tendency toward neatness and organization.
Accounting/ Accounting Technician Specialization in: - Advanced Management Accounting	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	7 Courses Certificate	A good general knowledge of English, tendency toward neatness and organization, previous accounting certificate (Junior Accounting, Accounting Technician), or advanced standing.

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting			
Applied Accounting	**Mount Royal College** Calgary (Main) (403) 240-0148	* 4 Years Applied Degree	Standard applied degree admission with English 30 and Pure Math 30. Statement of intent and interest in the program.
Applied Business Administration, Bachelor of Specialization in: -Accounting major -Accounting and Information Technology major	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	4 Year Degree (Full- and part-time studies) Direct entry in year one or three	Year one applicants must have an Alberta high school diploma or equivalent with 60% in English 30 and Pure Math 30 or 65% in English 33 and Applied Math 30 (33). For upgrading options, please see our Pre-Careers program. Year three applicants must have completed a two-year Business Administration or Accelerated Accounting diploma or equivalent at an accredited Alberta post-secondary institution, with a 2.3 grade-point average, or a 65% or C+ average. This diploma must include a minimum of 20 courses, or 60 credits, and contain the following coursework: Intermediate Accounting II, Business Communications, Financial Management, Management Accounting, Accounting Information Systems, and Marketing. Students choosing the Accounting major must also have completed a Taxation course prior to admission into year three. Students choosing the Accounting and Information Technology major must also have completed Internet Applications and Network Management courses prior to admission into year 3. Students entering year three should contact the program coordinator for pre-assessment regarding their eligibility, a recommended course of study and any possible transfer credits for work completed prior to admission into the degree program.

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BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting			
Bachelor of Applied Business Administration/Accounting	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	Students will complete 4 terms of studies, including two academic terms (Semesters 5 and 8), and two directed field study (DFS) terms (Semesters 6 and 7) in industry. Each semester is 4 months long. Graduates of the Applied Degree Program will receive a Bachelor of Applied Business Administration/ Accounting Degree.	Applicants must have received a two-year Accounting Diploma from an accredited Alberta post secondary institution, with a minimum GPA of 65%, 2.3, 6 or C+. Their diploma must include a minimum of 20 courses (60 credits) and contain course work in the following areas: Intermediate Accounting II, Managerial Accounting II, Taxation, Accounting Information Systems, Business Finance, Marketing, and Business Communications.
Business Administration - Accounting & Financial Services Major Specialization in: - Accounting and Financial Services Major	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882 Transfers to: Athabasca University Augustana University College University of Lethbridge, The	2 Years Diploma	Alberta high school diploma or equivalent with a "C" or better standing in Grade 12 Math and English, or equivalents. Adult Status is available if you've been out of school for atleast one year but admission is not automatic. Adult Status applicants must submit an application and letter outlining your education, experience, and reasons for seeking admission to the program.
CAPPA Seminars Specialization in: - Freehold/override - Gas plant allocation - BC & Alta production reporting and royalties	**Mount Royal College** Continuing Education (403) 240-6875	7 Seminars Certificate of Completion	18 years of age or older.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting			
Canadian Association of Petroleum Production Accounting (CAPPA) Specialization in: - Oil and Gas Production Accounting - Intro to Land Administration - Environmental Considerations	**Mount Royal College** Continuing Education (403) 240-6875	4 Courses Certificate	Recommended for post-secondary graduate or mature student with 2 years experience. Must be completed within 5 years.
Office Accounting Systems	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	12 Course Certificate	Intended for Accountants, Accounting Clerical Staff, Accounting Students, Consultants and Small Business Operators. www.nait.ab.ca/coned
Professional Accounting	**Lakeland College** Lloydminster (780) 871-5700 Toll Free 1-800-661-6490 Transfers to: Athabasca University Royal Roads University University of Lethbridge, The	2 Years Diploma	High school diploma (or mature status admission) with at least 50% in English 30 (65% in English 33) and 55% in Math 30 (65% in Math 33). Math 30 is recommended.
Auctioneering			
Auctioneering	**Auctioneering College of Canada** Edmonton (Main) (780) 453-6964 Toll Free 1-888-453-6964	75 Hours (2 Weeks)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Auctioneering	**International School of Auctioneering** Red Deer (Main) (403) 342-2514	2 Weeks	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Auctioneering	**Western Canadian School of Auctioneering** Toll Free 1-888-466-6561 Calgary (Main) (403) 274-5271	100 Hours (2 Weeks)	1. Minimum 18 years of age. 2. Completion of Grade 10.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business & Commerce, University Transfer			
Business/Commerce University Transfer	**Augustana University College** Camrose (Main) (780) 679-1100 Toll Free 1-800-661-8714	Varies up to 1 Year	Standard admission with Math 30.
Business/Commerce University Transfer	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772 Transfers to: Athabasca University University of Alberta University of Calgary University of Lethbridge, The	Varies up to 2 Years	Standard admission with English 30, Pure Math 30, one of Biology 30, Chemistry 30, Math 31, Physics 30, or Science 30, one course from Humanities, and one other from Humanities, Fine Arts, Sciences. If you are 21 years of age or older admission requires English 30, Pure Math 30 and a course from Sciences.
Business/Commerce University Transfer	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408 Transfers to: University of Alberta University of Calgary University of Lethbridge, The	Varies up to 2 Years	High school diploma with an overall average of 60% in English 30, Math 30 or Math 30 Pure, and three other approved Grade 12 subjects (Math 31 and Social Studies 30 recommended).
Business/Commerce University Transfer	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819 Brooks (403) 362-1677 Transfers to: University of Alberta University of Calgary University of Lethbridge, The University of Saskatchewan	Varies up to 2 Years (1 Year Brooks Campus)	English 30, Math 30, and additional 30-level approved subjects.
Business/Commerce University Transfer	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: Athabasca University Canadian University College University of Alberta University of Calgary University of Lethbridge, The	Varies up to two years	Minimum average of 60% and no mark below 50% in: English 30, Math 30 (or Pure Math 30), and three other approved 30-level subjects (Social Studies 30 and Math 31 recommended) -OR- mature student status.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

Business & Commerce, University Transfer

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Commerce University Transfer	**Mount Royal College** Calgary (Main) (403) 240-0148 Transfers to: University of Alberta University of Calgary University of Lethbridge, The	2 Years	Standard university transfer admission with English 30 and Pure Math 30. Preference given to highest grades.
Commerce/Management University Transfer	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622 Transfers to: University of Alberta University of Lethbridge, The	Varies up to 2 Years	Standard admission with English 30, Math 30, Social Studies 30 recommended, and two other approved subjects. Mature admission 21 years of age with English 30, Math 30 and one other approved 30 level course. No mark less than 50% overall average of 65%.
Management University Transfer	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819 Brooks (403) 362-1677 Transfers to: University of Alberta University of Calgary University of Lethbridge, The University of Saskatchewan	Varies up to 2 Years (1 Year Brooks Campus)	English 30, Math 30, and additional 30-level approved subjects.

Business Administration (French)

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Bilingual Business Administration Specialization in: - Accounting - Finance - Management - Marketing	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077 Transfers to: Athabasca University Open Learning Agency University of Lethbridge, The University of Lethbridge, The - Edmonton	* 2 Years Diploma (Business Administration in French)	High school diploma and 50% in English 30 or 33 or equivalent; 50% in Francais 30 or 80% in French 30 or 75% in French 31 or 70% in French Language Arts; 50% in Math 20, 30 or 33.

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*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

Business Administration (Graduate or Senior Executive)

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business Administration (M.B.A.) Specialization in: - Business Administration - Information Technology Management - Agriculture - Project Management. Distance: Yes Delivery in: Electronically delivered for home-study, plus week-long Summer School and two weekend schools are held at various locations across Canada. Students use Lotus Notes, a groupware product that enables students to access course information and materials, conduct group discussions, complete team projects, and submit course work electronically. Students, faculty and staff members are all connected, creating an interactive learning environment while giving students the support and services they need.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	2.5 - 3 Years 48 credits Master of Business Administration.	To be eligible for admission an applicant must have a first degree at an accredited university and at least three years of managerial experience that may include supervisory and professional experience with management level responsibilities OR an acceptable professional designation and at least five years of managerial experience that may include supervisory or professional experience with management level responsibilities.
MBA: Project Management Specialization in: - Teambuilding and Leadership for Project Managers - Advanced Project Management - Communication / Consulting Skills for Project Managers - Managing Stakeholders and External Issues - Power and Politics in Organizations - Risk Management Distance: Yes Delivery in: Grouped study electronic format. There are specific start and completion dates and extensive use of the Internet.	**Athabasca University** Centre for Innovative Mgmt.	2.5 - 6 Years MBA in Project Management	Applicants must have an undergraduate degree at an accredited university or college plus at least 3 years of acceptable supervisory, professional or management experience, or have an acceptable professional designation plus at least 5 years of acceptable supervisory, professional or management experience. Special circumstances can lead to admission to the Advanced Graduate Diploma Management (AGDM) for an applicant who holds neither an undergraduate degree nor a professional designation, if they can demonstrate substantive management experience (at least 8 years) and relevant education/training. Students who successfully complete the AGDM are automatically eligible for entry to the MBA program.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business Administration (Graduate or Senior Executive)			
Management Specialization in: Accounting, Finance, General Management, Human Resource Management and Industrial Relations, Information Systems, International Management, and Marketing	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	1 Year Master of Science (Management) - M.Sc. (Mgt.)	A 40 semester course baccalaureate degree, or equivalent in Management, Commerce or Business Administration. Other baccalaureates considered on a case-by-case basis. Minimum GPA of 3.00 on 4-point scale on last 20 graded university-level courses. Minimum score of 550 (normally) on the Graduate Management Admission Test (GMAT).
Management -Advanced Graduate Diploma Distance: Yes Delivery in: Electronically delivered.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	14 Months - 3 Years 18 credits Advanced Graduate Diploma in Management	This program is designed for working managers and professionals who either do not wish to complete an MBA program at this time or who do not meet the educational requirements for entry into an MBA program. An applicant must either: meet the educational and work experience requirements as outlined for the MBA programs OR demonstrate substantive managerial experience (at least 8 - 10 years) and relevant education and training that would enable one to successfully complete graduate level studies. Applicants who hold neither an accredited degree nor a professional designation may be considered for entry into the AGDM program provided they can demonstrate to the admissions committee that they have sufficient depth and breadth of managerial experience, relevant education and training, and clear objectives for studying at the graduate level. Successful completion of the AGDM is accepted as an academic credential for admission to the MBA program stream.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business Administration (Graduate or Senior Executive)			
Project Management, AGD in Distance: Yes Delivery in: Grouped study electronic format. There are specific start and completion dates and extensive use of the Internet.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1.5 - 3 Years	An MBA degree from Athabasca University or an MBA degree (or an equivalent masters program, e.g., Master of Information Technology Management) from an accredited university or college and have completed a least three years of acceptable managerial experience that may include supervisory and professional experience with management level responsibilities. In addition, applicants must also display knoweldge of the foundation areas of project management.
Business Administration (More Than Two Years)			
Administration Specialization in: - Health Administration - Industrial Relations and Human Resources - Management; Organization - Public Administration Distance: Yes Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years (90 credits) Bachelor of Administration	Minimum 18 years of age regrardless of previous academic achievement. Students with an undergrad degree may have their B.Admin. requirements reduced by up to 60 credits based on relevance of previous coursework to this degree and coursework that was not used for credit to complete another credential.
Business Administration	**Canadian University College** Lacombe (Main) (403) 782-3381 EXT 4142 Toll Free 1-800-661-8129	4 Years B.B.A.; 3 Years B.A.	A high school diploma with passing grades in English 30 and at least three other 30-level (Grade 12) courses.
Business Administration	**King's University College, The** Edmonton (Main) (780) 465-8334 Toll Free 1-800-661-8582	3-year B.A.	Five appropriate Grade 12 subjects including English 30 and Math 30 with an overall average of at least 60%, no single mark below 50%. Mature student status - minimum 21 years of age and English 30 with a minimum 60%. High school record and one letter of recommendation required; and/or college entrance examination scores. English Supplemental test administered to some.

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BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business Administration (More Than Two Years)			
Business and Entrepreneurship Specialization in: -Computer Information Systems -International Business and Small Business	**Mount Royal College** Calgary (Main) (403) 240-0148	* 4 Year Baccalaureate Applied degree	Standard applied degree admission with English 30 and Pure Math 30. Statement of intent and interview required. Programming course for Information Systems.
Business/Commerce Distance: Yes Delivery in: Various distance delivery modes including individualized study. Bachelor of Commerce core courses and an increasing number of electives are available online. In addition, some courses applicable to the program are offered in a classroom mode to students in Calgary and Edmonton. at designated colleges.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	4 Years 120 credits BComm Full or Part Time	Anyone 18 years of age or older can apply regardless of previous academic experience. A high-school diploma is not required. Students will not be accepted into the Bachelor of Commerce program if they have a degree in administration, business, commerce or management; or a degree with a major, concentration, or any other equivalency programs from Athabasca University or another university.Students who hold a recognized university degree may have their total Bachelor of Commerce program (i.e., 120 credits) reduced by up to 60 credits based upon course work completed in the first degree that is applicable to the Bachelor of Commerce.
Business/Commerce Specialization in: - Accounting	**Grande Prairie Regional College** W/Athabasca University (403) 539-2911 Transfers to: Athabasca University	4 Years B.Comm.	Minimum 18 years of age. A maximum of 90 credits of course work may be transferred into this program for degree credit. (This is a collaborative degree where classroom study is on-site at Grande Prairie Regional College and the degree is granted through Athabasca University).

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BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

Business Administration (More Than Two Years)

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business/Commerce Specialization in: - Accounting - Bus Economics & Law - Business Studies - Decision/Info Sys - Distrib Management - East Asian Studies - Entrepreneurship & Small Bus. - European Studies - Finance - Human Resources Mgmt - Latin American Studies - Int'l Bus - Mgmt Info.	**University of Alberta** Edmonton (780) 492-3113 (Main)	* 4 Years B.Com. 4 - 5 Years B.Com. (Co-op Ed.) (M.B.A., M.B.A./M.Ag., M.B.A.-M.Eng, M.B.A.-LL.B, M.B.A./M.F.M. P.M., Ph.D.)	One pre-professional year (B.A. or B.Sc.) with specific courses. A 30-level Science is recommended for B.Sc.
Commerce	**King's University College, The** Edmonton (780) 465-8334 (Main) Toll Free 1-800-661-8582	4-year B.Com.	Five appropriate Grade 12 subjects including English 30, Math 30 with an overall average of at least 60%, no single mark below 50%. Mature student-minimum 21 years of age and English 30 with a minimum 60%. High school record and a letter of recommendation required; and/or college entrance examination scores. English Supplemental test administered to some.
General Management and Leadership	**University of Lethbridge, The** Lethbridge (403) 320-5700 (Main) Calgary (403) 284-8596 Edmonton (780) 424-0425	* 10 Semester Courses Certificate; 2 Years Post-Diploma B.Mgt.; 3.5 Years Post-Diploma B.Mgt./B.Ed.; 4 Years B.Mgt.; 5 Years B.Mgt./B.Ed., B.A./B.Mgt., B.Sc./B.Mgt.; (M.A., M.Sc. or M.Sc. (Management))	Standard admission. Math 30 or Pure Math 30 (or Applied Math 30 and at least 75% standing in U. of Athabasca's Math 101) required. An approved diploma in Business Administration/Management for post-diploma admission.

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BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business Administration (More Than Two Years)			
Management Distance: Yes Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years 90 credits Bachelor of Administration Full or Part-time	Anyone 18 years of age or older can apply. A high-school diploma is not required.
Management Distance: Yes Delivery in: The management courses in this program have to be taken through either Athabasca University or the University of Lethbridge.	**Augustana University College** Camrose (Main) (780) 679-1100 Toll Free 1-800-661-8714	4 Years Bachelor of Management in Business Economics	Standard admission with Mathematics 30.
Management Specialization in: - Accounting - Economics - Finance - General - Human Resource Mgt. & Industrial Relations - Information Systems - International Mgt. - Native American Studies - Marketing - Political Science	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	* 4 Years B.Mgt.; 5 Years B.Mgt./B.Ed., B.A./B.Mgt., B.Sc./B.Mgt.; (M.A., M.Sc. or M.Sc. (Management))	Standard admission. Math 30 or Pure Math 30 (or Applied Math 30 and at least 75% standing in U. of Athabasca's Math 101) required.

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BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business Administration (More Than Two Years)			
Management Development Specialization in: - Accounting - Economics - Finance - General - Human Resource Mgt. & Industrial Relations - Information Systems - International Mgt. - Native American Studies - Marketing - Political Science	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700 Calgary (403) 284-8596 Edmonton (780) 424-0425	* 8 Semester Courses Professional Accounting Diploma; 10 Semester Courses Mgt. Certificate; 2 Years Post-Diploma B.Mgt.; 3.5 Years Post-Diploma B.Mgt./B.Ed.; 4 Years B.Mgt.; 5 Years B.Mgt./B.Ed., B.A./B.Mgt., B.Sc./B.Mgt.; (M.A., M.Sc., or M.Sc. (Management) in selected programs)	Standard admission; Math 30 or Pure Math 30 (or Applied Math 30 and at least 75% standing in U. of Athabasca's Math 101) required. An approved Business Administration/Management diploma for post-diploma admission.
Management, Bachelor of (4 year) Specialization in: - Human Resources Management - Marketing Distance: Yes Delivery in: Many courses are on-line, some available by grouped-study or individualized study.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	4 Years 120 credits Bachelor of Management	Anyone 18 years of age or older can apply for admission regardless of previous academic achievement. A high-school diploma is not required.
Management, Bachelor of (3 year) Distance: Yes Delivery in: Many of the management courses are offered entirely online, and others offer significant online enhancements. In addition Athabasca University offers a growing number of grouped-study, online courses in September and January.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3-years (90 credits) to earn a Bachelor of Management Degree.	Anyone 18 years of age or older can apply regardless of previous academic achievement. A high-school diploma is not required.

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BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business Administration (More Than Two Years)			
Operations Management	**University of Calgary** Calgary (Main) (403) 220-6645	* 4 Years B.Comm.; 5 Years B.Comm. (Co-op)	Standard admission.
Business Administration (One Year or Less)			
Administration Distance: Yes Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 Year (30 credits) to earn a University Certificate in Administration	Anyone 18 years of age or older can apply, regardless of previous academic achievement. A high-school diploma is not required.
Business Administration Specialization in: Several courses may also qualify as electives for Canadian Capital Payroll Associates, Payroll Management Certificate	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669	6 courses Certificate (part-time)	18 years of age or older.
Business Administration	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772	1 Year Certificate	High School Diploma with minimum grade of 50% in English 30 or 33, minimum grade of 60 % in Pure or Applied Math 20, minimum grade of 50% in Pure or Applied Math 30. If you are 21 years of age or over and do not meet any of the above requirements, you must attain a minimum score on the appropriate entrance test.
Business Administration Distance: Both Distance and Non-Distance Delivery in: Both Distance and Non-Distance	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103	1 Year Certificate	High school diploma or equivalent with minimum 60% in English 30/33 and 60% in Math 30A (Applied) or Math 30P (Pure) or Math 33 or Math 30 (50% minimum grade) or equivalent.

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BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business Administration (One Year or Less)			
Business Administration Distance: Both Distance and Non-Distance Delivery in: The primary distance learning method used to deliver the program is audiographic teleconference.	**Northern Lakes College** Grouard (780) 849-8611 Slave Lake Wabasca (780) 751-3200 Transfers to: Fairview College Grande Prairie Regional College	1 Year Certificate and eligible to transfer to a 2 Year Business Administration Diploma	General high school diploma with a mark of at least 50% in English 30 (65% in English 33) and 55% in Math 30 (65% in Math 33) or equivalents. Math 30 is recommended. Mature student status also considered. You can also be accepted if you score at the Grade 12 level on the academic skills appraisal test for English and Math.
Business Administration	**Portage College** Lac La Biche (Main) (780) 623-5580 Transfers to: Fairview College Keyano College Northern Alberta Institute of Technology Red Deer College Southern Alberta Institute of Technology	37 Weeks Certificate	Grade 12 or equivalent including English 30 or 33 and Math 30, Math 30 (applied or pure) or Math 33.
Business Management	**Chinook College** Calgary (Main) (403) 777-7200	8 Course Certificate	Seventeen (17) years of age or older and Canadian citizen or landed immigrant. This program is being discountinued after June 2003.
Business Management	**Columbia College** Calgary (Main) (403) 235-9300 Toll Free 1-888-235-9370	400 Hours (25 Weeks) Certificate	Standard Admission- Students must meet the following criteria: 1. Submit a completed Columbia College application form accompanied by an Alberta High School diploma, verified by transcript, with 60% or better in English 30 and Math 30, or a non-Alberta equivalent 2. Successful interview with program administration. Mature Students- Must meet the following criteria: 1. Be 18 years of age prior to registration. 2. Submit a completed Columbia College application form. 3. Obtain an acceptable mark on an academic assessment test sanctioned by Alberta Learning. 4. Successful interview with program administration.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business Administration (One Year or Less)			
Business Management	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	Two 13-week courses or ten 16-weekend modules	Technology diploma, or three to five years industrial &/or business experience. See Calendar for individual course prerequisites. www.nait.ab.ca/coned
General Management	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	12 Course Certificate	All of the certificate courses, may be used as credits towards a Managment Diploma. See Calendar for individual course prerequisites. www.nait.ab.ca/coned
General Management Distance: Both Distance and Non-Distance Delivery in: Online - some courses are avilable via the Internet	**University of Calgary** Faculty of Continuing Education (403) 220-6292	300 Hours Certificate (8 to 9 courses over three years of part-time study)	Applicants for the program require a senior high school diplom or must be over twenty-three years of age and have suitable business experience.
General Management Certificates - Online Distance: Yes Delivery in: Online	**University of Calgary** Faculty of Continuing Education (403) 220-6292	Minimum of 300 hours of instruction. Approximately 8 to 9 courses, over three years of part-time study. Certificate awarded upon successful completion. (Certificate will ladder for degree credit)	Applicants for the program require a senior high school diploma or must be overy twenty-three years of age and have suitable business experience. For program information or to register: Phone: (403) 220-2988 Email: mgtcerts@ucalgary.ca Web site: www.cted.ucalgary.ca/managementcertificates

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business Administration (One Year or Less)			
Leadership Development Specialization in: - Building Personal Leadership Capacity - Leadership Challenge: Leading Change Successfully - Leading and Managing for Results - Leading Strategically - Managing in the Middle - Team Leadership and Facilitation	**Banff Centre, The** Banff (Main) (403) 762-6180 Toll Free 1-800-565-9989	Varies	Contact institution.
Leadership for Middle Managers	**Red Deer College** Extension Services (403) 357-3663	6 Day Certificate of Completion	No formal admission requirements. This information-packed program is designed to teach the tools to make the transition to a leadership role. For further information e-mail Nina Dary, Program Coordinator at nina.dary@rdc.ab.ca, call (403) 342-3205 or visit our website at http://extension.rdc.ab.ca
Management Distance: Both Distance and Non-Distance Delivery in: Distance	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	11 Courses Certificate of Achievement (maximum 5 years to complete)	All courses can be transfered to the SAIT Business Administration diploma program and/or the Canadian Institute of Management.
Management Specialization in: Finance Certificate; General Management Certificate; Human Resource Management and Industrial Relations Certificate; Information Systems Certificate; or Marketing Certificate.	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	10 Semester Courses; Certificate in Management	Standard admission. Math 30 or Pure Math 30 (or Applied Math 30 and at least 75% standing in U. of Athabasca's Math 101) may be required.
Management Development	**Lakeland College** Lloydminster (780) 871-5700 Toll Free 1-800-661-6490 Vermilion (780) 853-8420 Toll Free 1-800-661-6490	One Year Certificate	High School Diploma or mature status admission with at least 50% in English 30 (65% in English 33) and 55% in Math 30 or Pure Math 30 (65% in Applied Math 30 or Math 33).

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business Administration (One Year or Less)			
Management Development Specialization in: - Supervision- Managing High Performance Teams- Business Communications- Project Management- Financial Information- Leadership Development- Call Centre Team Leader- Case Study	**Mount Royal College** Continuing Education (403) 240-6875	6 Courses Certificate	18 years of age or older.
Management Development	**University of Alberta** Faculty Of Extension (780) 492-3116	8 Courses Certificate	High school diploma or equivalent. For further information visit our website at: www.extension.ualberta.ca/business
Management Seminars for Supervisors	**Red Deer College** Extension Services (403) 357-3663	6 Day Certificate of Completion	No formal admission requirements. This program is designed to provide the skills and knowledge needed to effectively supervise and manage others. The six seminars cover all aspects of the supervisory function. For further information e-mail Nina Dary, Program Coordinator at nina.dary @rdc.ab.ca, call (403) 342-3205 or visit our website at http://extension.rdc.ab.ca
Project Management Specialization in: - Time and Cost Management - Human Resources - Communications - Quality Management - Integration and Scope - Risk and Procurement Distance: Both Distance and Non-Distance Delivery in: Classroom, 3 modules online	**Mount Royal College** Continuing Education (403) 240-6875	6 Courses Certificate	18 years of age or older.
Project Management	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	12 Modules Certificate	None. www.nait.ab.ca/coned

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business Administration (One Year or Less)			
Purchasing Management	**University of Calgary** Faculty of Continuing Education (403) 220-6292	4 Principles Courses, 10 Management Courses and 12 PMAC seminar credits; The C.P.P. (Certificated Professional Purchaser) designation is awarded by the Purchasing Management Association of Canada	Although there are no formal academic or experiential requirements for enrolling in the CPP Accreditation Program, candidates who hold a degree or diploma may qualifiy for advanced standing in the program.
Small Business	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	9 Course Certificate	All of the certificate courses may be used as credits towards a Marketing Diploma. See Calendar for individual course prerequisites. www.nait.ab.ca/coned
Strategic Management Certificate Delivery in: Part-time evening and Saturday classes. Evening courses are held in Calgary - on campus and downtown. Online - some courses are avilable via the Internet	**University of Calgary** Faculty of Continuing Education (403) 220-6292	Minimum of 300 hours of instruction. Approximately 8 to 9 courses over three years of part-time study. Certificate awarded upon successful completion (Certificate will ladder for degree credit)	Applicants for the program require a senior high school diploma or must be over twenty-three years of age and have suitable busines experience. For program information or to register: Phone: (403) 220-2988 Email: mgtcerts@ucalgary.ca Web site: www.cted.ucalgary.ca/managementcertificates
Successful Entrepreneurship Specialization in: - Small business start-up - Business plan writing - Marketing - Financing - Bookkeeping - Negotiation Skills	**Mount Royal College** Continuing Education (403) 240-6875	8 Course Certificate of Completion	18 years of age or older.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business Administration (One Year or Less)			
Supervisory Development Delivery in: In class	**University of Alberta** Faculty Of Extension (780) 492-3116	7 Courses Citation (part-time)	For further information, telephone (780) 492-5066 or visit our website at: www.extension.ualberta.ca/business
Supervisory Development	**University of Calgary** Faculty of Continuing Education (403) 220-6292	102 Hours Certificate	None
Venture Online Certificate	**Bow Valley College** Continuing Education (403) 410-4100	10 Course Certificate (140 Hours Part-time)	Regular Admission.
Business Administration (One to Two Years)			
Administration - Post Diploma Specialization in: - Health Administration - Management - Organization - Industrial Relations and Human Resources. Distance: Yes Delivery in: Various distance and on-line delivery modes or on-site where available at approved community colleges and technical institutes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 - 2 Years 90 credits Bachelor of Administration (Post-Diploma).	Diploma holders of approved two or three-year diploma programs in business, administration, or related field from an accredited college or technical institute may be granted up to 60 - 66 credits. Holders of approved two or three-year professional diplomas not in business administration or a related field, may be granted a block transfer of 36 credits.
Business Administration Specialization in: - Accounting and Financial Major - Management and Entrepreneurship Major	**Fairview College** St. Albert Transfers to: Athabasca University Augustana University College University of Lethbridge, The	2 Years Diploma	Alberta High School Diploma or equivalent wih a "C" or better standing in Grade 12 Math and English or equivalents. Adult Status is available if you've been out of school for atleast one year but admission is not automatic. Adult Status applicants must submit an application and a letter outlining your education, experience, and reasons for seeking admission to the program.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business Administration (One to Two Years)			
Business Administration Specialization in: - General - Accounting - Financial Services - Marketing - E-Commerce	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772 Transfers to: Athabasca University University of Lethbridge, The	2 Year Diploma	Once you have passed all ten courses of the certificate program and have a grade point average of 5.0 or better, you may specialize in one of the Diploma majors. If you have not successfully completed the certificate requirements, you may apply in writing to the Department requesting special permission to register in the Diploma program.
Business Administration Specialization in: - Accounting - Business Delivery in: Some Alternative Delivery	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408 Transfers to: Athabasca University Royal Roads University University of Lethbridge, The	* 1 Year Certificate; 2 Years Diploma	High school diploma with at least 60% in English 30 and Math 30 or 65% English 33 and Math 33 or Math 30 Applied, or high school equivalency, or entrance test.
Business Administration Specialization in: -Accounting and Financial Planning -Advanced Business -Agri-business -Appraisal and Assessment - Management - Small Business and Entrepreneurship - Professional Accounting Major	**Lakeland College** Lloydminster (780) 871-5700 Toll Free 1-800-661-6490 Vermilion (780) 853-8420 Toll Free 1-800-661-6490 Transfers to: Athabasca University Royal Roads University University of Alberta University of Lethbridge, The	2 Years Diploma; Advanced Business: One Year Post Diploma	High school diploma (or mature status admission) with at least 50% in English 30 (65% in English 33) and 55% in Math 30 (65% in Math 33). Math 30 recommended.
Business Administration Specialization in: - Accounting Major - General Business Administration - Entrepreneurship Major - Management Major - Marketing Major (completion of 44 credits in the selected major) Distance: Both Distance and Non-Distance	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103 Transfers to: Athabasca University University of Great Falls University of Lethbridge, The	2 Years Diploma	Successful completion of the General Business Certificate or equivalent. Students are accepted for the Fall, Winter or Spring term.

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BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business Administration (One to Two Years)			
Business Administration Specialization in: - Accounting - Business and Office Technology - Management - Marketing	**Medicine Hat College** Brooks (403) 362-1677	2 Years Diploma	High school diploma with Grade 12 Mathematics and Grade 12 English. Students completing the diploma in Business Administration may transfer into Year Three of the University of Lethbridge's Bachelor of Management program or the B.A. or B.Sc. in Business Administration at the University of Great Falls. Post-Diploma Degree Program also available at Athabasca University and University of Lethbridge.
Business Administration Specialization in: - Accounting - Business and Office Technology - Management - Marketing	**Medicine Hat College** Medicine Hat (403) 529-3819 (Main) Transfers to: Athabasca University University of Lethbridge, The	2 Years Diploma	High school diploma with Grade 12 Mathematics and Grade 12 English. Students completing the diploma in Business Administration may transfer into Year Three of the University of Lethbridge's Bachelor of Management program or the B.A. or B.Sc. in Business Administration at the University of Great Falls. Post-Diploma Degree Program also available at Athabasca University and University of Lethbridge.
Business Administration Specialization in: For Certificate: - Advanced Accounting - Human Resources - Marketing Management. For Diploma: - General Business Administration - Human Resources - Marketing Management	**Mount Royal College** Calgary (Main) (403) 240-0148 Transfers to: Athabasca University University of Lethbridge, The	1 Year Certificate; 2 Year Diploma	For Certificate program: intended for working adults who wish to improve their business knowledge. For Diploma program: English 30 or 33 and Pure Math 30 or Applied Math).

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business Administration (One to Two Years)			
Business Administration Specialization in: - Accounting - Finance - Management - Marketing	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077 Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	2 Years Diploma	High School Diploma or equivalent including English 30 or 33 (60% or better) and Math 30 or 33 (60% or better). *Note: Minimum marks are 50%. However, Business Administration is usually an oversubscribed program and higher marks (60% or better) are recommended. The minimum Math requirements is Math 20, but the competitive entrance standard is 60% in Math 30 or 33. Completion of an introductory computer or keyboarding course is highly recommended. As of 2000, Pure and Applied Math may replace Math 30/33.
Business Administration Specialization in: Diploma: - Accounting - General - Information Technology - Marketing	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: Athabasca University Grant MacEwan College Lakeland College Northern Alberta Institute of Technology Okanagan University College Southern Alberta Institute of Technology University of Lethbridge, The	1 Year Certificate in Management; 2 Year Diploma	Diploma: High School Diploma. Minimum average of 60% with no mark below 50 in English 30 and Math 30 (or Pure Math 30) -OR- minimum average of 65% with no mark below 50% in English 33 and Math 33 (or Applied Math 30) -OR- minimum average of 62.5% with no mark below 50% in one 30-level and one 33-level subject as outlined above -OR- mature student status. Certificate in Management: No formal admission requirements. The English and Math requirements for the Business Administration Diploma are highly recommended, but not required. Designed for those working full-time who wish to pursue the program on a part-time basis.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business Administration (One to Two Years)			
Business Administration Specialization in: -Accounting -General Management -Marketing -Financial Services Distance: Both Distance and Non-Distance Delivery in: E-learning	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: Athabasca University University of Lethbridge, The	2 Year Diploma (Part-time and evening course option)	Alberta High School Diploma or equivalent with at least 50% in Pure Math 30 or Applied Math 30 (33), and English 30 or 33. For upgrading options, please see our Pre-Careers program. In 2000, 95% of our accounting graduates, 97% of our financial services graduates, 100% of our general management graduates and 97% of our marketing graduates were employed within 6 to 9 months. The starting salary range was $13,800 to $40,000 per year for accounting graduates, $18,000 to $36,000 for financial services graduates, $17,700 to $50,000 for general management graduates and $18,000 to $55,000 for marketing graduates.
Business Administration - Management & Entrepreneurship Major Specialization in: - Management and Entrepreneurship Major	**Fairview College** Peace River (780) 624-4616 Toll Free 1-888-999-4616 Transfers to: Athabasca University Augustana University College University of Lethbridge, The	2 Years Diploma	Alberta high school diploma or equivalent with a "C" or better standing in Grade 12 Math and English, or equivalents. Adult Status is available if you've been out of school for atleast one year but admission is not automatic. Adult Status applicants must submit an application and letter outlining your education, experience, and reasons for seeking admission to the program.
Management	**Lakeland College** Lloydminster (780) 871-5700 Toll Free 1-800-661-6490 Transfers to: Athabasca University Royal Roads University University of Lethbridge, The	2 Years Diploma	High school diploma (or mature status admission) with at least 50% in English 30 (65% in English 33) and 55% in Math 30 (65% in Math 33). Math 30 is recommended.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business Administration (One to Two Years)			
Management Specialization in: - Administrative Management - Human Resources Management - Small Business Management	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077 Continuing Education (780) 471-6248 Toll Free 1-800-661-4077 Transfers to: Athabasca University University of Lethbridge, The University of Lethbridge, The - Edmonton	2 Years Diploma	Entrance to the Year 2 Management Program requires completion of NAIT's Year 1, Business Administration Program which requires a High School Diploma or equivalent with English 30 and Math 20 recommended.
Management	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700 Calgary (403) 284-8596 Edmonton (780) 424-0425	* 2 Years Post-Diploma B.Mgt.	TRIAL TRAINING MechanAdministration/Management diploma.
Management - Post Diploma Distance: Yes Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 Year 30 credits Bachelor of Administration (Post Diploma)	Student must hold an approved two or three diploma in Business, Administration, or a related field from an accredited college or technical institute. Up to 66 credis granted towards the degree program.

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BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business Administration (One to Two Years)			
Management, Bachelor of - Post Diploma Specialization in: - Human Resources Management - Marketing (only with 4 year programs) Distance: Yes Delivery in: Many courses are on-line, some available by grouped-study, and individualized study.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 - 2 Years Bachelor of Management (Post Diploma) Full or Part-time	The post diploma route to the B.Mgt. degree will award college alumni with diplomas (in business administration, management, or a closely related field) a block transfer of up to 60 credits, the equivalent of two full years of university study. Most diploma holders will receive between 54 and 60 credits towards this degree. The block transfer award is determined as follows: a diploma holder will receive 45 credits for the business courses in the diploma. Up to an additional 15 credits will be awarded for courses in the diploma that are Arts and Sciences courses. Courses in communications, computing science, economics, English, quantitative methods, statistics, and writing skills will count as Arts and Sciences courses. Students enrolling in the post diploma stream who receive a block transfer award of less than 60 credits must complete additional Arts and Sciences credits to reach the 60 credit figure. These students then complete the final 30 credits in the three year degree program or the final 60 credits to earn the four year degree.
Business Administration Specialties			
Business Administration - Automotive Marketing	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	* 3 Year Diploma (3 Co-operative work terms) Four semesters at Georgian College in Ontario	Alberta High School Diploma or equivalent with at least 50% in Pure Math 30 or Applied Math 30 (33), and English 30 or 33. Admission may also be granted to applicants who have completed SAIT's BMAT-200 Financial Math and/or COMM-240 Business Communications I. For upgrading options, please see our Pre-Careers program. In 2000, 98% of graduates were employed within 6 to 9 months. Please contact Georgian College at cai@georgianc.on.ca for more details on employment statistics.

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BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business Administration Specialties			
Logistics Management	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	2 Years Diploma	Diploma exit for students in the Bachelor of Applied International Business & Supply Chain Management program.
Management for Engineers, Geologists and Geophysicists Distance: Both Distance and Non-Distance Delivery in: Online - some courses are available via the Internet	**University of Calgary** Faculty of Continuing Education (403) 220-6292	300 Hours Certificate (8 to 9 courses, over three years of part-time study) Certificates will be awarded only after membership is confirmed by APEGGA	Applicants for the program require a senior high school diploma or must be over twenty-three years and age and have suitable business experience. Offered in co-operation with the Association of Professional Engineers, Geologists and Geophysicists of Alberta (APEGGA).
Conflict Management			
Conflict Management Specialization in: All courses are recognized by the Arbitration and Mediation Instituteof Canada, Inc.	**University of Calgary** Faculty of Continuing Education (403) 220-6292	210 Hours; Certificate awarded by Alberta Arbitration and Mediation Society (AAMS)	No admission requirements.
Conflict Management Certificate Program	**Red Deer College** Extension Services (403) 357-3663	* 210 Hour Alberta Arbitration and Mediation Society Certificate	No formal admission requirements. This program is designed to provide the interpersonal skills and knowledge necessary to develop competency and credibility as a dispute resolution professional. For further information e-mail Nina Dary, Program Coordinator at nina.dary@rdc.ab.ca, call (403) 342-3205 or visit our website at http://extension.rdc.ab.ca

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BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Conflict Management			
Conflict Resolution Specialization in: - Mediation - Negotiation - Facilitation - Families - Divorce - Children - Cultural Diversity - Anger Management	**Mount Royal College** Continuing Education (403) 240-6875	108 Hours (Core Courses) 75 Hours (Elective Courses) Certificate	18 years of age or older.
Conflict Resolution & Negotiation	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	Required: 4 Courses (56 Hours) Optional: (28 Hours) Certificate	See Calendar for individual course prerequisites. www.nait.ab.ca/coned
Interest-Based Negotiation	**University of Calgary** Faculty of Continuing Education (403) 220-6292	2 Years Certificate (awarded by the Alberta Arbitration and Mediation Society)	All courses are recongized by the Arbitration and Mediation Institute of Canada, Inc as "approved study or training in conflict resolution generally" for the national designations of Chartered Mediator or Chartered Arbitrator.
E-Commerce			
Commerce - E-Commerce, Bachelor of Distance: Yes Delivery in: This program will use online enhancements to emulate the e-commerce business environment.The major core and options will be delivered by a combination of e-Classes and individualized-study course delivery methods.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	4 Years 120 credits BComm	Students will not be accepted into the program if they have a degree in administration, business, commerce or management; or a degree with a major, concentration, or any other equivalency programs from Athabasca University or another university. To gain entrance to the e-Commerce major, students must complete ACCT 253 Introductory Financial Accounting (or equivalent) and ADMN 232 Administrative Principles (or equivalent), each with a grade of 60 percent or more. Provisional program entrance will be allowed until these requirements are met.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
E-Commerce			
E-Commerce	**Calgary Central College** Calgary (Main) (403) 243-5966	1170 Hours Diploma (39 Weeks)	Students must meet ONE of the following criteria: 1. Successful completion of Calgary Central College's Accounting Technician program OR 2. Successful completion of a certificate, diploma or degree program in Accounting, or Business or Commerce recognized by Calgary Central College and able to demonstrate computer/ information technology knowledge and proficiency equivalent to that required for the completion of the Calgary Central College - Accounting Technician program Students must meet ALL of the following criteria: 1. Successful interview with School Administration
E-Commerce	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882 St. Albert	2 Years Diploma	Alberta High School Diploma with a "C" or better in Grade 12 Math and English or equivalents; or Adult Status with approved educational qualification and/or experience.
Finance			
Applied Financial Services	**Lakeland College** Vermilion (780) 853-8420 Toll Free 1-800-661-6490	2 Year Post-Diploma Applied Degree	Applicants must have completed a recognized two-year diploma in a Business Administration program. Since students from a variety of Business Administration programs will enter this program, the number of core courses required to complete the program will vary.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Finance			
Bachelor of Applied Financial Services Specialization in: - Financial Services	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882 St. Albert	2 Years Post Business Administration Diploma (Applied Degree)	A Two Year Business Administration Diploma or equivalent from an accredited College or University. Students with diplomas in other areas such as AgriBusiness or Agriculture are encouraged to apply. You may require some bridging courses to be able to complete the course requirements
Finance	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077 Continuing Education (780) 471-6248 Toll Free 1-800-661-4077 Transfers to: Athabasca University University of Lethbridge, The University of Lethbridge, The - Edmonton	2 Year Diploma	Entrance to the Year 2 Finance Program requires completion of NAIT's Year 1, Business Administration Program which requires a High School Diploma or equivalent with English 30 and Math 20 recommended.
Finance	**University of Calgary** Calgary (Main) (403) 220-6645	* 4 Years B.Comm.; 5 Years B.Comm. (Co-op)	Standard Admission with Math 30.
Finance	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	* 10 Semester Courses Certificate; 2 Years Post-Diploma B.Mgt.; 3.5 Years Post-Diploma B.Mgt./B.Ed.; 4 Years B.Mgt.; 5 Years B.Mgt./B.Ed., B.A./B.Mgt., B.Sc./B.Mgt.; (M.A. or M.Sc. (Management))	Standard admission. Math 30 or Pure Math 30 (or Applied Math 30 and at least 75% standing in U. of Athabasca's Math 101) required. An approved Business Administration/Management diploma for post-diploma admission.

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BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Finance			
Financial Planning	**Medicine Hat College** Medicine Hat (403) 529-3819 (Main)	2 Years Diploma	Grade 12 English and Math.
Financial Services	**Mount Royal College** Calgary (Main) (403) 240-0148	* 4 Year Applied Baccalaureate Degree	Standard applied degree admission with English 30 and Pure Math 30. Statement of intent and interest in the program.
Financial Planning and Investments			
Canadian Investment Funds Specialization in: - Canadian regulations - Exam Preparation - Mutual Funds	**Mount Royal College** Continuing Education (403) 240-6875	39 Hours (Licence issued by IFIC)	18 years of age or older.
Canadian Securities Course	**Grande Prairie Regional College** Grande Prairie (780) 539-2944 (Main) Toll Free 1-888-539-4772	24 Hours	There are no prerequisites. This course is brokered through the Canadian Securities Institute which is a mandatory licensing requirement for people training to become Investment Advisors. It is also the prerequisite course needed to move onto advanced CSI courses, such as the Canadian Investment Management Program, and eventually to the Fellow of the Canadian Securities Institute designation.
Canadian Securities Course TM (Exam Preparation) Specialization in: - Financial statements - Stocks - Bonds - Mutual Funds - RRSP's - Financial Planning	**Mount Royal College** Continuing Education (403) 240-6875	36 Hours Classroom Study - Exam Prep	18 years of age or older.

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BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

Financial Planning and Investments

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Certified Financial Planner Specialization in: - Financial Planning - Investments - Risk Management - Professional Practice Distance: Both Distance and Non-Distance Delivery in: Partially online	**Mount Royal College** Continuing Education (403) 240-6875	6 Courses Certificate (42 Hours Each)	18 years of age or older.
Financial Planner, Certified Delivery in: Classes are Friday evenings and all day Saturday and Sunday.	**University of Calgary** Faculty of Continuing Education (403) 220-6292	6 Courses plus a comprehensive exam; The designation of CFP (Certificed Financial Planner) is awarded by the Financial Planners Standards Council	Recommend a high school diploma and business experience.
Financial Planning	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	7 Course Certificate	High school diploma and an interest in pursuing a career in the Financial Planning Industry.

Golf Management

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Golf Management Specialization in: (the Management Studies program)	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	2 Years Diploma	Standard Admiossion. English 30 with min 50% OR English 33 with min 75% OR Equivalent. Math 30 with min 50% OR Math 33 with min 65% OR Physics 30 with min 50% OR Math 31 with min 50% OR equivalent.
Management Studies Specialization in: - Golf Operations Management - Professional Golf Management - Professional Golf Operations	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622 Transfers to: Athabasca University University of Alberta University of Lethbridge, The	2 Years Diploma (1 Year Accelerated)	Standard Admission. English 30 with min 50% OR English 33 with min 75% OR Equivalent. Math 30 with min 50% OR Math 33 with min 65% OR Physics 30 with min 50% OR Math 31 with min 50% OR Equivalent.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Golf Management			
Professional Golf Management	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103 Transfers to: Athabasca University University of Lethbridge, The	2 Years Diploma	High school diploma or equivalent with a minimum of 60% in English 30 or 33 and 60% in Applied Math 30 or Pure Math 30 and 60% in Math 30 or 33 (equivalencies accepted). Male applicants must have a RCGA certified handicap of 9 or under. Female applicants will require a certified handicap of 18 or under. Applicants may also be required to submit computer score differentials to confirm handicap level. A playing test may be required upon request. Candidates must submit a personal resume outlining previous golf experience, with at least two references. Applicants who meet the requirements may be asked for a personal interview.
Professional Golf Management Specialization in: Professional Golf Management Certificate of Specialization	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103	1 Year Post Diploma Certificate (Professional Golf Management)	High school diploma or equivalent with a minimum of 60% in English 30 or 33 and 60% in Applied Math 30 or Pure Math 30 and 60% in Math 30 or 33 (equivalencies accepted). Male applicants must have a RCGA certified handicap of 9 or under. Female applicants will require a certified handicap of 18 or under. Applicants may also be required to submit computer score differentials to confirm handicap level. A playing test may be required upon request. Candidates must submit a personal resume outlining previous golf experience, with at least two references. Applicants who meet the requirements may be asked for a personal interview.
Health Administration			
Health Administration Distance: Yes Delivery in: Various distance and onl-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years 90 credits Bachelor of Administration Full or Part-time	Anyone 18 years of age or older can apply regardless of previous academic achievement. A high-school diploma is not required.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Health Administration			
Health Administration - Post Diploma Distance: Yes Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 - 2 Years 120 credits Bachelor of Administration (Post-Diploma) Full or part-time.	The Bachelor of Administration (Post Diploma) is open to holders of approved two- or three-year diplomas from an accredited college or technical institute. Up to 66 credits can be granted towards the degree program.
Health Development Administration Distance: Yes Delivery in: Offered to students in two modes: individualized study or grouped study. Two practicums are offered in spring/summer of year one and two.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	2 Years 60 credits University Certificate in Health Development Administration.	Anyone 18 years of age or older can apply, regardless of previous academic achievement.
Health Promotion Studies	**University of Alberta** Edmonton (Main) (780) 492-3113	2 Years M.Sc. 1 year Postgraduate Diploma	4-year undergraduate degree in a health-related field with a G.P.A. of 6.5 plus a minimum of one year of relevant experience in a health-related field. Applicants are required to provide a current curriculum vitae, three letters of reference, at least one of which is from an academic source, and a letter of intent signed by the applicant, indicating the program route (course-based or thesis-based), a summary of the applicants academic and work experience, and how this pertains to health promotion studies.
Health Studies (Master) Specialization in: - Leadership stream (open to any health professional with a degree) - Nursing Practice stream (available to registered nurses holding a bachelor degree) Distance: Yes Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	Up to 7 Years 33 credits Master of Health Studies [MHS])	Must be a graduate of a health-related baccalaureate program. Additionally, applicants to the MHS (ANP) stream must have a baccalaureate degree in nursing, a minimum of two years of professional nursing experience, nursing registration, certification in BLS and immunization status. Some courses have a practicum requirement. Some participating health authority/institution may request a criminal record check.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Hospitality Management			
Hospitality Management Specialization in: - Food & Beverage Management - Marketing & Sales Management - Rooms Division Management	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	5 Courses Certificate of Achievement (maximum 5 years to complete)	A good general knowledge of the English language and a tendency towards neatness and organization.
Hospitality and Tourism Specialization in: - Accounting and Financial Management - Food and Beverage Management - Rooms and Marketing Management	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: Capilano College - North Vancouver Malaspina University College University of Calgary University of Lethbridge, The University of New Brunswick	1 Year Certificate; 2 Year Diploma	Certificate: High School Diploma -OR- General Equivalency Diploma -OR- mature student status. Diploma: Hospitality and Tourism Certificate -OR- permission of the Chairperson.
Hotel and Resort Management	**University of Calgary** Calgary (Main) (403) 220-6645	* 4 Years B.H.R.M. or 5 Years (Co-Op) Bachelor of Hotel and Resort Management	Standard admission with Math 30 and a SAIT diploma in Hotel and Restaurant Management (or equivalent) with a G.P.A. of 3.00 or above.
Hotel and Restaurant Management Distance: Both Distance and Non-Distance Delivery in: Regular Classroom settings; Distance	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103	2 Years Diploma	Alberta High School Diploma or equivalent with credit in English 30 or 33, Math 30 or 33 (50% minimum grade) or Math 30A (Applied) or Math 30P (Pure). Equivalencies accepted. Applicants are accepted for the Fall or Winter term.

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ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Hospitality Management			
Hotel and Restaurant Management Delivery in: The program can also be started through the Business and Tourism Department's part-time evening studies program.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: University of Calgary University of New Brunswick University of Victoria	2 Year Diploma (Students are allowed up to seven consecutive years to complete the program) (Part-time studies option) (480-hour professional internship program)	Alberta High School Diploma or equivalent with at least 50% in Pure Math 30 or Applied Math 30 (33), and English 30 or 33. For upgrading options, please see our Pre-Careers program. In 2000, 97% of our graduates were employed within 6 to 9 months. Their starting salary range was $11,600 to $55,100 per year.
Hotel and Tourism Management Studies	**Trend College** Edmonton (Main) (780) 424-7400	680 Hours (34 Weeks)	STANDARD ADMISSION- Students must meet all of the following requirements: 1. Nineteen years of age or older. 2. Have the approval of the Program Coordinator after undergoing a personal interview. AND 3. Alberta high school diploma, verified by a transcript, with 50% or better in English 30 or 33 or non-Alberta equivalent. OR Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English. MATURE ADMISSION- Note: No more than 30% of any class can be admitted under the Mature Admission criteria. Students must meet ALL of the following requirements: 1. Out of school for two years. 2. Fifty credits toward an Alberta high school diploma, verified by a transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

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BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Hospitality Management			
Tourism and Hospitality Management	**University of Calgary** Calgary (Main) (403) 220-6645	* 4 Years B.Comm.; 5 Years B.Comm. (Co-op)	Standard admission with Math 30.
Human Resources Management			
Human Resource Management	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	2 Years Diploma	Standard Admission. English 30 with min 50% OR English 33 with min 75% OR Equivalent. Math 30 with min 50% OR Math 33 with min 65% OR Physics 30 with min 50% OR Math 31 with min 50% OR equivalent.
Human Resource Management	**Lakeland College** Lloydminster (780) 871-5700 Toll Free 1-800-661-6490 Vermilion (780) 853-8420 Toll Free 1-800-661-6490	One Year Certificate	High School Diploma or mature status admission with at least: 50% in English 30 (65% in English 33) and 55% in Math 30 or Pure Math 30 (65% in Applied Math 30 or Math 33).
Human Resource Management	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	12 Courses Certificate	All of the courses in this certificate may be used as credits towards a Management Diploma. See Calendar for individual course prerequisites. www.nait.ab.ca/coned
Human Resource Management	**University of Alberta** Faculty Of Extension (780) 492-3116	8 Courses Certificate	High school diploma or equivalent. For further information, please visit our website at: www.extension.ualberta.ca/business
Human Resource Management Distance: Both Distance and Non-Distance Delivery in: Online - some courses are avilable via the Internet	**University of Calgary** Faculty of Continuing Education (403) 220-6292	300 Hours Certificate (8 to 9 courses, over three years of part-time study)	Applicants for the program require a senior high school diploma or must be over twenty-three years of age and have suitable business experience. Offered in cooperation with The Human Resources Association of Calgary.

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BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

Human Resources Management

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Human Resource Management Certificate - Online Specialization in: Offered in cooperation with the Human Resources Association of Calgary Distance: Yes Delivery in: Online	**University of Calgary** Faculty of Continuing Education (403) 220-6292	Minimum of 300 hours of instruction. Approximately 8 to 9 courses over three years of part-time study. Certificate awarded upon successful completion. (Certificates will ladder for degree credit)	Applicants for the program require a senior high school diploma or must be over twenty-three years of age and have suitable business experience. For program information or to register: Phone: (403) 220-2988 Email: mgtcerts@ucalgary.ca Web site: www.cted.ucalgary.ca/managementcertificates
Human Resource Management and Industrial Relations	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	* 10 Semester Courses Certificate; 2 Years Post-Diploma B.Mgt.; 3.5 Years Post-Diploma B.Mgt./B.Ed.; 4 Years B.Mgt.; 5 Years B.Mgt./B.Ed., B.A./B.Mgt., B.Sc./B.Mgt.; (M.A. or M.Sc. (Management))	Standard admission. Math 30 or Pure Math 30 (or Applied Math 30 and at least 75% standing in U. of Athabasca's Math 101) required. An approved Business Administration/Management diploma for post-diploma admission.
Human Resources	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408	2 Year Certificate (Part-time)	High School diploma with at least 60% in Math 30 and English 30 or 65% in Math 33 and English 33, or mature student status.
Human Resources and Organizational Dynamics	**University of Calgary** Calgary (Main) (403) 220-6645	* 4 Years B.Comm.; 5 Years B.Comm. (Co-op)	Standard admission.

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BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Human Resources Management			
Industrial Relations and Human Resources Specialization in: Industrial Relations and Human Resources Distance: Yes Delivery in: Various distance and on-line deivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years 90 credits Bachelor of Administration Full or Part-time	Anyone 18 years of age or older is eligible to apply. A high-school diploma is not required.
Industrial Relations and Human Resources - Certificate Distance: Yes Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 Year 30 credits University Certificate	Anyone 18 years of age or older can apply. A high-school diploma is not required.
Industrial Relations and Human Resources - Post Diploma Distance: Yes Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1- 2 Years 30 credits Bachelor of Administration (Post Diploma)	To enroll a student must hold an approved two or three year diploma in business administration or related field from an accredited college or technical institution. Up to 66 credits can be granted towards the 120 credit degree program.
Organization Distance: Yes Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years 90 credits Bachelor of Administration	Anyone 18 years of age or older can apply. A high-school diploma is not required.
Organization Post- Diploma Specialization in: The Organization concentration is designed to encourage an understanding of how individuals and groups behave in an organization, the way organizations shape individual action, and the way organizations are, in turn, shaped by society. Distance: Yes Delivery in: Various distance and on-line deliveries.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 Year 30 credits Bachelor of Administration (Post Diploma)	Student must hold an approved two or three year diploma in Business, Administration, or a related field from an accredited college or technical institute. Up to 66 credits granted towards the degree program.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Human Resources Management			
Recruiting and Hiring Practices Specialization in: Offered in association with the Institute of Professional Management.	**University of Calgary** Faculty of Continuing Education (403) 220-6292	Completion of three, two-day module; Accreditation is awarded by the Institute of Professional Management	Recommend a high school diploma and business experience.
Human Services Administration			
Applied Human Service Administration Distance: Both Distance and Non-Distance Delivery in: Print	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	3 - 5 Years Bachelor of Applied Human Service Administration Post-Diploma Certificate (part-time self-study or distance delivery)	Regular Admission - Possess a two year Diploma or Degree from a recognized public college in a human service or related field. ENGL1-111, Communications with min C- or Equivalent. Administrative responsibilty an asset.
Child Studies	**Mount Royal College** Calgary (Main) (403) 240-0148	* 4 Years Applied Baccalaureate Degree	Standard applied degree admission with English 30 and Social Studies 30. Volunteer or work experience, interpersonal skills, motivation maturity, and career goals required.
Human Service Administration Distance: Yes Delivery in: -Home-study -Various distance delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	Bachelor of Professional Arts, Human Services	College diploma in a related discipline.
Human Services Distance: Yes Delivery in: Select from individualized or group study modes. Each mode allows for a number of different learning methods including home-study, e-Class, seminars, classroom instruction, teleconferencing, videoconferencing, teleconferencing, telecourses, Internet, and computer media.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	2 Years 120 credits Bachelor of Professional Arts	The program is open to students who have graduated from an accredited college with a 2-year diploma in a field related to Human Services. Up to 60 credits can be transferred towards the 120 credit BPA-HS.

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

Insurance and Risk Management

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business Administration and Insurance	**Mount Royal College** Calgary (Main) (403) 240-0148 Transfers to: University of Lethbridge, The	* 2 Year Diploma	Standard admission. English 30 or 33 and Pure Math 30 or Applied Math 30. Compulsory testing, submission of a "Letter of Application" and a resume. Possible interview.
Insurance & Risk Management Specialization in: A specialization in the Management Studies program	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	2 Years Diploma	Standard admission. English 30 with min 50% OR English 33 with min 75% OR Equivalent. Math 30 with min 50% OR Math 33 with min 65% OR Physics 30 with min 50% OR Math 31 with min 50% OR equivalent.
Risk Management Certificate Delivery in: Part-time evening and Saturday classes. Evening courses are held in Calgary - on campus and downtown. Online - some courses are available via the internet.	**University of Calgary** Faculty of Continuing Education (403) 220-6292	Minimum of 300 hours of instruction. Approximately 8 to 9 courses, over three years of part-time study. Certificate awarded upon successful completion. (Certificate will ladder for degree credit)	Applicants for the program require a senior high school diploma or must be over twenty-three years of age and have suitable business experience. For program information or to register: Phone: (403) 220-2988 or Email: mgtcerts@ucalgary.ca Web site: www.cted.ucalgary.ca/managementcertificates
Risk Management and	**University of Calgary** Calgary (Main) (403) 220-6645	* 4 Years B.Comm.; 5 Years B.Comm (Co-op)	Standard admission with Math 30.

International Business

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Applied International Business & Supply Chain Management	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	3 Years Applied Baccalaureate Degree	Standard Admission requirements, English 30, Math 30, Science 30 and two other approved 30 level courses. Mature Admission at least 21 years of age, English 30, Math 30 and one other approved 30 level course. No subject less than 50% and an overall average of 65%.

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BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
International Business			
Asia Pacific Management	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622 Transfers to: Athabasca University University of Alberta University of Calgary University of Lethbridge, The	2 Years Diploma	Standard admission with English 30 OR Equivalent, Math 30 Pure or Math 30 OR Equivalent, Group C course, Group A course, Group A, B or C course. Mature Admission must be 21 years of age or older. May be required to write an English &/or Math Skills Test. Transfer Admission - 24 credits of University transfer courses, min GPA of 2.0 on a 4.0 scale. Completed the matriculation subject requirements listed under "regular Admission". Probation - Applicants whose record includes previous academic probation or requirement to withdraw from any post-secondary program or institution will be considered for admission . Those accepted will be place on Academic Probation.
Forum for International Trade Training (FITTskills) Specialization in: - International Marketing - Distribution - Global Entrepreneurship - Research - International Trade Law - Finance - Logistics	**Mount Royal College** Continuing Education (403) 240-6875	8, 45 Hour Modules Certificate	18 years of age or older.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
International Business			
International Hotel and Tourism Management Studies	**Trend College** Edmonton (Main) (780) 424-7400	1000 Hours (50 Weeks)	STANDARD ADMISSION- Students must meet all of the following requirements: 1. Nineteen years of age or older. 2. Have the approval of the Program Coordinator after undergoing a personal interview. AND 3. Alberta high school diploma, verified by a transcript, with 50% or better in English 30 or 33 or non-Alberta equivalent. OR Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English. MATURE ADMISSION- Note: No more than 30% of any class can be admitted under the Mature Admission criteria. Students must meet ALL of the following requirements: 1. Out of school for two years. 2. Fifty credits toward an Alberta high school diploma, verified by a transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.
International Management	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	* 2 Years Post-Diploma B.Mgt.; 3.5 Years Post-Diploma B.Mgt./B.Ed.; 4 Years B.Mgt.; 5 Years B.Mgt./B.Ed., B.A./B.Mgt., B.Sc./B.Mgt.; (M.A. or M.Sc. (Management))	Standard admission; Math 30 or Pure Math 30 (or Applied Math 30 and at least 75% standing in U. of Athabasca's Math 101) required. An approved business administration/management diploma for post-diploma admission.
Management Studies Specialization in: - Forum for International Trade	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	1 Year Certificate part-time	Related diploma, degree, or related work experience.

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BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Land Management			
Land Agent	**Olds College** Olds (Main) (403) 556-8281 Toll Free 1-800-661-6537 Transfers to: University of Lethbridge, The	2 Years Diploma in Land Acquisition and Management; 1 Year Certificate in Land Administration	High school diploma or equivalent with 50% or better in Math 10 or 13 and 50% or better in one of: Science 20, Biology 20, or Chemistry 20.
Petroleum Land Administration	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	Level 1 Certificate (6 courses); Advanced Certificate (additional 5 courses)	None
Petroleum Land Contract and Administration Specialization in: - Environment & Surface Rights - Oil & Gas Agreements - Land Administration - Exploration Techniques - Environmental Consideration	**Mount Royal College** Continuing Education (403) 240-6875	Foundation Certificate (5 courses) Advanced Certificate (4 courses)	Foundation - 18 years of age or older. Advanced - Foundation Certificate.
Petroleum Land Management	**University of Calgary** Calgary (Main) (403) 220-6645	* 4 Years B.Comm.; 5 Years B.Comm. (Co-op)	Standard admission with Math 30.

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BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Marketing and Sales			
Business Marketing & Management Diploma	**MarTech College** Edmonton (Main) (780) 424-2103	* 948 Hours (32 Weeks)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.
Marketing	**Lakeland College** Vermilion (780) 853-8420 Toll Free 1-800-661-6490 Transfers to: Athabasca University Royal Roads University University of Lethbridge, The	2 Years Diploma	High school diploma (or mature status admission) with at least 50% in English 30 (65% in English 33) and 55% in Math 30 (65% in Math 33). Math 30 is recommended.
Marketing	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819 Brooks (403) 362-1677 Transfers to: Athabasca University University of Lethbridge, The	2 Years Diploma	High school diploma with Grade 12 Mathematics and Grade 12 English.

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BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Marketing and Sales			
Marketing	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077 Continuing Education (780) 471-6248 Toll Free 1-800-661-4077 Transfers to: Athabasca University University of Lethbridge, The University of Lethbridge, The - Edmonton	2 Years Diploma	Entrance to the Year 2 Marketing Program requires completion of NAIT's Year 1, Business Administration Program which requires a High School Diploma or equivalent with English 30 and Math 20 recommended.
Marketing	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	12 Course Certificate	All of the courses in this certificate may be used as credits towards a Marketing Diploma. See Calendar for individual course prerequisites. www.nait.ab.ca/coned
Marketing Distance: Both Distance and Non-Distance Delivery in: Distance	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	8 Courses Certificate of Achievement (maximum 5 years to complete)	Courses can be transferred to the Business Administration diploma.
Marketing	**University of Calgary** Calgary (Main) (403) 220-6645	* 4 Years B. Comm.; 5 Years B.Comm. (Co-op)	Standard admission with Math 30.

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BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Marketing and Sales			
Marketing	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	* 10 Semester Courses Certificate; 2 Years Post-Diploma B.Mgt.; 3.5 Years Post-Diploma B.Mgt./B.Ed.; 4 Years B.Mgt.; 5 Years B.Mgt./B.Ed., B.A./B.Mgt., B.Sc./B.Mgt.; (M.A. or M.Sc. (Management))	Standard admission. Math 30 or Pure Math 30 (or Applied Math 30 and at least 75% standing in U. of Athabasca's Math 101) required. An approved Business Administration/Management diploma for post-diploma admission.
Marketing Management Distance: Both Distance and Non-Distance Delivery in: Online - some courses are available via the Internet	**University of Calgary** Faculty of Continuing Education (403) 220-6292	300 Hours Certificate (8 to 9 courses, over three years of part-time study)	Applicants for the program require a senior high school diploma or must be over twenty-three years of age and have suitable business experience.
Marketing, Management and Entrepreneurship	**Business Career College, The** Grande Prairie (Main) Toll Free 1-877-532-5999	906 Hours (32 Weeks); 426 Hours (20 Weeks without work experience) Diploma	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Professional Sales Specialization in: - Professional Selling Skills - Customer Service - Communication Skills - Major Account Sales Strategy - Cold Calling - Closing the Deal	**Mount Royal College** Continuing Education (403) 240-6875	6 Course Certificate	18 years of age or older.
Professional Sales	**University of Alberta** Faculty Of Extension (780) 492-3116	6 core courses; Citation earned (part-time)	For further information, telephone (780) 492-5066 or visit our website at: www.extension.ualberta.ca/business

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BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Public Administration			
Applied Land Use Planning Distance: Both Distance and Non-Distance Delivery in: * Eight courses including the one elective * Five courses available via Internet distance delivery or correspondence	**University of Alberta** Faculty Of Extension (780) 492-3116	* 300 hours (Minimum of 13 courses, made up of 12 CORE courses and one elective) ALUP Certificate Program	The minimum requirement for this program is a high school diploma (or a mature student status equivalency) and one of the following: 1. relevant experience in a municipal planning and development environment; or 2. a position in a supporting capacity in municipal planning and development; or 3. a related municipal position that in part performs the role of municipal planning and development.
Public Administration Distance: Yes Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 - 3 Years 90 credits Bachelor of Administration	Anyone 18 years of age or older can apply regardless of previous academic experience. Students with an undergraduate degree may have their Bachelor of Administration program requirements reduced by up to 60 credits based on: course work completed in obtaining the previous undergraduate degree if that course work is relevant to the Bachelor of Administration program; additional course work that was not used for credit to complete the previous undergraduate degree.
Public Administration Distance: Yes Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 Year 30 credits University Certificate in Public Administration.	Anyone 18 years of age or older can apply regardless of previous academic experience. Students holding a Bachelor of Administration or a degree in public administration (or a similar area, e.g., economics or political science) cannot enrol in the University Certificate in Public Administration.
Real Estate Sales and Management			
Appraisal and Assessment	**Lakeland College** Vermilion (780) 853-8420 Toll Free 1-800-661-6490 Transfers to: Athabasca University	2 Years Diploma	High school diploma (or mature status admission)with at least 50% in English 30 (65% in English 33) and 55% in Math 30 (65% in Math 33). Math 30 recommended.

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ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Real Estate Sales and Management			
Mortgage Broker Specialization in: - Real Estate finance - Mortgage brokering, documents, types, financing, law - Valuation process - Marketing - Industry technology	**Mount Royal College** Continuing Education (403) 240-6875	78 Hour Certificate	18 years of age or older.
Property Management Specialization in: - Property Administration - Building Systems - Law - Insurance - Finance - Ethics	**Mount Royal College** Continuing Education (403) 240-6875	80 Hour Certificate	18 years of age or older plus 3 years of experience.
Real Estate 1000	**Real Estate Training Institute, The** Edmonton (Main)	90 Hours (3 Weeks); 90 Hours (8 Weeks, part-time)	STANDARD ADMISSION Students must meet ONE of the following criteria: 1. Alberta high school diploma with 50% or better in English 10 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director of Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non-Alberta equivalent.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Real Estate Sales and Management			
Real Estate Agent: Residential Specialization in: - Real Estate Regulations - Law Property Evaluation - Financing - Business Standards - Listing and Multiple Specialty Areas	**Mount Royal College** Continuing Education (403) 240-6875	90 Hours Licence	18 years of age or older.
Real Estate Broker Specialization in: - Real Estate Law - Real Estate Office Administration - Principles of Appraisal - Mortgage Financing - Real Estate Brokerage - Rural Real Estate - Commercial - Property Management	**Mount Royal College** Continuing Education (403) 240-6875	6 Course	18 years of age or older.
Travel and Tourism Management			
Business in Outdoor Pursuits	**Canadian University College** Lacombe (Main) (403) 782-3381 EXT 4142 Toll Free 1-800-661-8129	2 Years Diploma	A high school diploma with passing grades in English 30 and at least three other 30-level (Grade 12) courses.
Ecotourism Management	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819	* 3 1/2 Years Applied Degree	Overall average of 60% and minimum mark of 50% in Biology 30, English 30, Social Studies 30, and one other 30 or 33 level subjects (a second Science is highly recommended). Transfer from a recognized college or university. Mature student admission based on prior experience and academic background. Personal statement of life experiences and philosophy towards the outdoors. Interview may be required. CPR and Standard First Aid certificate requirements must be met prior to first day of classes.

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BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Travel and Tourism Management			
Travel and Tourism Management Specialization in: - Travel industry specialist major - Tourism industry specialist major Distance: Both Distance and Non-Distance	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819 Transfers to: Athabasca University	2 Years Diploma	High school diploma with Grade 12 English and Grade 11 Mathematics, or mature student status. Students have up to three years to complete all the courses in the 2 year program through Distance Education.
Volunteer, Arts and Not-for-Profit Management			
Arts & Cultural Management	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	10 Months Certificate	High school diploma or equivalent. English 30 with min 65% OR English 33 with min 75% or equivalent. Mature applicants 18 or over and out of school at least one year are also considered. An autobiography or resume, two letters of recommendation. Skills Appraisal of reading and writing may be required. Applicants will also be required to complete a QWiz keyboarding and word processing test.
Fundraising Management Specialization in: - Strategic Management - Non-Profit Organizations - Information and Financial Management - Volunteers - Applied Marketing - Fundraising	**Mount Royal College** Continuing Education (403) 240-6875	8 Courses Certificate	18 years of age or older.
Heritage Resource Management Delivery in: Part-time program for working adults.	**University of Calgary** Faculty of Continuing Education (403) 220-6292	300 Hours Certificate (10 courses are required, plus a workplace practicum of 124 hours)	Applicants are required to hold a High School Diploma or its equivalent. Consideration will be given to applicants who do not hold a High School Diploma and should have significant experience in the field of Heritage Resource Management.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Volunteer, Arts and Not-for-Profit Management			
Non-Profit Management Specialization in: - Board Governance- Volunteer Management- Financial Management- Supervision- Business Communication- Leadership Development- Fundraising- Case Study	**Mount Royal College** Continuing Education (403) 240-6875	8 Course Certificate	18 years of age or older.
Nonprofit Studies	**Mount Royal College** Calgary (Main) (403) 240-0148	* 4 Year Applied Baccalaureate Degree	Standard applied degree admission with English 30 and Social Studies.
Voluntary Sector Management Specialization in: - Fundraising Management - Volunteer Management	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	1 Year Certificate	Standard admission, skills appraisal may be required. (Workshop-type program designed for people working in the volunteer field.) Interview and a career investigation report required.
Workplace Communications			
Group Facilitation Skills	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	11 Course Certificate	See Calendar for individual course prerequisites. www.nait.ab.ca/coned
Management Certificate in Workplace Communication Delivery in: Part-time evening and Saturday classes. Evening courses are held in Calgary - on campus and downtown. Online - some courses are available via the Internet.	**University of Calgary** Faculty of Continuing Education (403) 220-6292	Minimum of 300 hours of instruction. Approximately 8 to 9 courses, over three years of part-time study. Certificate awarded upon successful completion. (Certificates will ladder for degree credit)	Applicants for the program require a senior high school diploma or must be over twenty-three years of age and hae suitable business experience. For program information or to register: Phone: (403) 220-2988 Email: mgtcerts@ucalgary.ca Web site: www.cted.ucalgary.ca/managementcertificates

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ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Workplace Communications			
Professional Speaking Specialization in: - Effective speech making - Handling stage fright - Vocal excellence - Professional business presentations	**Mount Royal College** Continuing Education (403) 240-6875	4 Course Certificate of Completion	18 years of age or older.

CLERICAL AND ADMINISTRATIVE SUPPORT

Accounting Payroll

-Payroll Management
-Payroll Management Certificate Program (PMCP)

Accounting Support (Six Months or Less)

-Accounting Applications Certificate
-Accounting Procedures, Computerized
-Accounting Technician
-Accounting, Computerized
-Accounting, Microcomputer
-Accounting/ Accounting Technician
-Computer Accounting
-Computerized Accounting Procedures
-Electronic Accounting
-Financial Assistant, Microcomputer
-Microcomputer Accounting Systems Specialist

Accounting Support (Six Months or More)

-Accounting Assistant
-Accounting Assistant, Computerized (with Thought Patterns)
-Accounting Technician
-Accounting, Advanced
-Accounting, Computerized (with Thought Patterns)
-Accounting/ Accounting Technician
-Accounting/ Accounting Technician (with Management)
-Accounting/ Computer Applications
-Computerized Accounting Assistant with Thought Patterns
-Computerized Accounting with Thought Patterns
-Financial Services
-Office Administration/ Bookkeeping
-Practical Bookkeeping

Banking and Business

-Applied Banking and Business

Call Centre and Emergency Response Operators

-Call Centre Agent Training
-Customer Service/Call Centre Operator
-Emergency Communication and Response
-Emergency Communications & Response Program
-Professional Customer Relations

Computer Fundamentals

-Advanced Computer Skills for the Workplace
-Computer Basics for Employment
-Computer Fundamentals
-Computer Office Technology
-Computer Skills for the Workplace

Dental Office Support

-Dental Business Administration
-Dental Business Assistant

Legal Assistant

-Legal Assistant

CLERICAL AND ADMINISTRATIVE SUPPORT

(continued)

Legal Assistant

- Legal Assistant Training

Legal Secretary

- Legal Administrative Assistant
- Legal Secretarial
- Legal Secretary
- Legal Terminology

Legal and Realtime Reporting

- Legal and Realtime Reporting

Medical Office Support

- Medical Administration/ Clinical Assistant
- Medical Clinical Assistant
- Medical Office Assistant
- Medical Office Receptionist
- Medical Office/Clinical Assistant (MOA)
- Medical Terminology
- Secretary, Medical

Medical Transcription and Records

- Health Record Technician
- Medical Transcription

Medical Unit Clerk

- Hospital Admitting Clerk
- Hospital Unit Clerk
- Medical Office Assistant (also with Unit Clerk Specialization)
- Unit Clerk

Office Administration

- Administrative Assistant
- Administrative Assistant (with Thought Patterns)
- Administrative Assistant for Small Businesses
- Administrative Assistant with Thought Patterns
- Administrative Officer
- Administrative Secretary with Thought Patterns
- Administrative Technology
- Executive Secretary with Thought Patterns
- Office Administration
- Office Administration (with Thought Patterns)
- Office Administration with Thought Patterns
- Office Administration, Microcomputer
- Office Administration/Office Assistant
- Office Assistant
- Office Professional
- Office Technology
- Office and Records Administration
- Professional Administrative Assistant
- Secretary, Administrative
- Secretary, Administrative (with Thought Patterns)
- Secretary, Executive (with Thought Patterns)

Office Support (Six Months or Less)

CLERICAL AND ADMINISTRATIVE SUPPORT

Office Support (Six Months or Less) (continued)

-Advanced Computerized Office Procedures
-Business Applications Specialist in Computers
-Business Applications, Computerized
-Business Computers
-Business Micro Operation
-Business Office Skills
-Computer Desktop Applications
-Computer Training, Integrated
-Computer and Office Skills
-Computerized Office Procedures
-Computers in the Workplace
-Entrepreneurial Office Applications
-Microcomputer Applications
-Microcomputer Office Specialist
-Microcomputer Office Systems Specialist
-Microsoft Access Specialist
-Microsoft Excel Specialist
-Microsoft Office User Specialist
-Microsoft Office User Specialist (MOUS)
-Microsoft PowerPoint Specialist
-Office Administration
-Office Applications, Entrepreneurial
-Office Assistant
-Office Assistant, Microcomputer
-Office Clerk
-Office Procedures, Computerized
-Office Procedures, Computerized (Advanced)
-Office Skills, Personal
-Office Specialist
-Office Specialist, Microcomputer
-Office Technology
-PC Applications Specialist

Office Support (Six Months or More)

-Advanced Microcomputer Business Applications with Thought Patterns
-Business Applications and Data Management
-Business Applications, Entrepreneurial (with Thought Patterns)
-Business Computer Applications
-Business Computer Specialist
-Business Office Skills (with Thought Patterns)
-Business Office Skills with Thought Patterns
-Entrepreneurial Business Applications with Thought Patterns
-Microcomputer Business Applications (with Thought Patterns)
-Microcomputer Business Applications with Thought Patterns
-Microcomputer Business Applications, Advanced (with Thought Patterns)
-Modern Office Professional
-Office Skills
-Office Technology
-Office Update 2000
-Secretary-Receptionist

Oil and Gas Office Support

-Oil and Gas Assistant

(continued)

Oil and Gas Office Support

- -Oil and Gas II
- -Oil and Gas Terminology

Real Estate Office Support

- -Real Estate Assistant

School Office Support

- -School Secretary Preparation

Veterinary Office Support

- -Veterinary Office Receptionist

Word Processing

- -Microsoft Word Specialist
- -Word Processing
- -Word Processing Applications

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Payroll			
Payroll Management Specialization in: - Employment Standards - Pension Plans - Employment Insurance - Taxation - Workers Compensation - Employee Benefits	**Mount Royal College** Continuing Education (403) 240-6875	3 Levels Certificate	18 years of age or older.
Payroll Management Certificate Program (PMCP)	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	1 Year Certificate	All PMCP candidates must be either corporate or associate members of the CPA. Course materials must also be ordered from the CPA. See Calendar for individual a breakdown of course prerequisites. www.nait.ab.ca/coned
Accounting Support (Six Months or Less)			
Accounting Applications Certificate	**Bow Valley College** Continuing Education (403) 410-4100	7 Courses Certificate (Part-time)	None
Accounting Procedures, Computerized	**Academy of Learning, Airdrie** Airdrie (Main) (403) 912-3430	250 Hours (10 Weeks)	Standard Admission: Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission: Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or Less)			
Accounting Procedures, Computerized	**Academy of Learning, Calgary N.E.** Calgary (Main) (403) 569-8973	250 Hours (10 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or Less)			
Accounting Procedures, Computerized	**Academy of Learning, Edmonton Downtown** Edmonton (780) 424-1144 (Main)	250 Hours (10 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or Less)			
Accounting Procedures, Computerized	**Academy of Learning, Edmonton NW** Edmonton (Main) (780) 496-9428	250 Hours (10 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or Less)			
Accounting Procedures, Computerized	**Academy of Learning, High River** High River (Main) (403) 652-2116	250 Hours (10 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or Less)			
Accounting Procedures, Computerized	**Academy of Learning, Lethbridge** Lethbridge (Main) (403) 329-3244	250 Hours (10 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or Less)			
Accounting Technician	**Career College, The - Calgary** Calgary (Main) (403) 266-0966 Toll Free 1-800-332-1404	300 Hours (12 Weeks)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.
Accounting Technician	**Career College, The - Edmonton** Edmonton (Main) (780) 424-6650 Toll Free 1-800-282-9917	300 Hours (12 Weeks)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or Less)			
Accounting, Computerized	**Slate Training Centre** Edmonton (Main) (780) 424-1338	305 Hours (13 Weeks)	STANDARD ADMISSION Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in English 30 or 33, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50% or better in English. MATURE ADMISSION Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent. In addition to the above requirements, students must have a previous work history and experience in a particular occupation.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or Less)			
Accounting, Microcomputer Specialization in: Microcomputer	**Slate Training Centre** Edmonton (Main) (780) 424-1338	655 Hours (25 Weeks)	STANDARD ADMISSION Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in English 30 or 33, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50% or better in English. MATURE ADMISSION Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or Less)			
Accounting/ Accounting Technician	**YWCA Calgary Business College** Calgary (Main) (403) 263-1550	13 Weeks	STANDARD ADMISSION Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in English 30 or 33, or non-Alberta equivalent. 2 Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English. MATURE ADMISSION Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.
Computer Accounting Specialization in: -Simply Accounting Delivery in: Classroom, Computer-Based program, Work experience	**Metro Community College** Edmonton (Main) (780) 428-1111 Toll Free 1-877-202-2003	10 Weeks	Grade 11 Math and English, 20 wpm keyboarding, previous office experience.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or Less)			
Computerized Accounting Procedures	**Academy of Learning, Calgary N.W.** Calgary (Main) (403) 282-5166	250 Hours (10 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or Less)			
Computerized Accounting Procedures	**Academy of Learning, Calgary South** Calgary (Main) (403) 252-8973	250 Hours (10 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or Less)			
Computerized Accounting Procedures	**Academy of Learning, Edmonton South** Edmonton (780) 433-1717 (Main)	250 Hours (10 Weeks)	Standard Admission- Students must meet ONE of the following criteria. 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Advanced Education and Career Development). 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or Less)			
Computerized Accounting Procedures	**Academy of Learning, Medicine Hat** Medicine Hat (403) 526-5833 (Main)	250 Hours (10 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or Less)			
Computerized Accounting Procedures	**Academy of Learning, Red Deer** Red Deer (Main) (403) 347-6676	250 Hours (10 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or Less)			
Electronic Accounting	**HCC Computer Training Center & Computer Career College** Spruce Grove (780) 960-9499 (Main)	240 Hours (8 Weeks)	Standard Admission- Students must meet ONE of the following criteria. a. Alberta High School Diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR b. Successful completion of the General Equivalency Diploma (GED) with a standard score of 50 of better in English or Mathematics. Mature Admission- Students must meet ALL of the following criteria. a. Out of school for two years. b. Successful test result on an aptitude test chosen by the school and approved by the Director, Licensing and Certification. c. Fifty credits toward an Alberta High School Diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 and any Grade 11 Mathematics, or non Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or Less)			
Financial Assistant, Microcomputer	**Slate Training Centre** Edmonton (Main) (780) 424-1338	400 Hours (20 Weeks)	STANDARD ADMISSION Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in English 30 or 33, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50% or better in English. MATURE ADMISSION Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or Less)			
Microcomputer Accounting Systems Specialist	**Alberta Career Computer Center Inc.** Edmonton (Main) (780) 488-1270	490 Hours (19 Weeks)	STANDARD ADMISSION- 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on a aptitude test chosen by the school and approved by the Director, Private Institutions, Alberta Learning. 4. Thirty-three credits toward an Alberta High School Diploma with 50% or better in English 10 or 13, or non-Alberta equivalent. N.B. MUST must Standard or Mature admission criteria.
Accounting Support (Six Months or More)			
Accounting Assistant	**NorQuest College** Edmonton (Main) (780) 422-2020	35 Weeks Certificate (includes 5 weeks work experience)	Must have English 33 or a TOEFL score of 220(Computerized), Math 10 or 13, admission interview and a letter of reference.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or More)			
Accounting Assistant, Computerized (with Thought Patterns)	**Academy of Learning, Edmonton Downtown** Edmonton (780) 424-1144 (Main)	686 Hours (27 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

Accounting Support (Six Months or More)

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Assistant, Computerized (with Thought Patterns)	**Academy of Learning, Edmonton NW** Edmonton (Main) (780) 496-9428	686 Hours (27 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or More)			
Accounting Assistant, Computerized (with Thought Patterns)	**Academy of Learning, High River** High River (403) 652-2116 (Main)	686 Hours (27 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or More)			
Accounting Assistant, Computerized (with Thought Patterns)	**Academy of Learning, Lethbridge** Lethbridge (Main) (403) 329-3244	686 Hours (27 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or More)			
Accounting Technician	**Calgary Central College** Calgary (Main) (403) 243-5966	1170 Hours (39 Weeks)	A. Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 60% or better in a Grade 12 English and a grade 12 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Students must meet ALL of the following criteria: 1. Successful interview with School Administration B. Mature Admission Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a Grade 10 English and a Grade 10 Mathematics, or non-Alberta equivalent. 4. Successful interview with School Administration
Accounting Technician	**Chinook College** Calgary (Main) (403) 777-7200	12 Course Certificate	English Language Proficiency. Must be seventeen years of age or older and a Canadian Citizen or landed immigrant. A completed application for admission is required.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or More)			
Accounting, Advanced	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669	7 Courses Accounting Applications Certificate or 10 Courses Advanced Accounting Applications Certificate (part-time)	None
Accounting, Computerized (with Thought Patterns)	**Academy of Learning, Airdrie** Airdrie (Main) (403) 912-3430	801 Hours (32 Weeks)	Standard Admission: Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission: Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or More)			
Accounting, Computerized (with Thought Patterns)	**Academy of Learning, Calgary N.E.** Calgary (Main) (403) 569-8973	801 Hours (32 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or More)			
Accounting, Computerized (with Thought Patterns)	**Academy of Learning, Edmonton Downtown** Edmonton (780) 424-1144 (Main)	801 Hours (32 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or More)			
Accounting, Computerized (with Thought Patterns)	**Academy of Learning, Edmonton NW** Edmonton (780) 496-9428 (Main)	801 Hours (32 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or More)			
Accounting, Computerized (with Thought Patterns)	**Academy of Learning, High River** High River (Main) (403) 652-2116	801 Hours (32 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or More)			
Accounting, Computerized (with Thought Patterns)	**Academy of Learning, Lethbridge** Lethbridge (Main) (403) 329-3244	801 Hours (32 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or More)			
Accounting/ Accounting Technician	**Reeves Business and Career College** Lloydminster (780) 875-3308 (Main)	44 Weeks	STANDARD ADMISSION Students must meet ONE of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION Students must meet ALL of the folowing criteria. 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director of Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or More)			
Accounting/ Accounting Technician (with Management)	**Reeves Business and Career College** Lloydminster (780) 875-3308 (Main)	48 Weeks	STANDARD ADMISSION Students must meet ONE of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION Students must meet ALL of the folowing criteria. 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director of Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non-Alberta equivalent.
Accounting/ Computer Applications	**Portage College** Lac La Biche (780) 623-5580 (Main)	37 Weeks Certificate (Accounting/ Computer Applications)	Grade 11 (or equivalent), English 20 or 23 and Math 20, Math 20 (applied or pure) or Math 23.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or More)			
Computerized Accounting Assistant with Thought Patterns	**Academy of Learning, Calgary South** Calgary (Main) (403) 252-8973	686 Hours (27 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or More)			
Computerized Accounting Assistant with Thought Patterns	**Academy of Learning, Medicine Hat** Medicine Hat (403) 526-5833 (Main)	686 Hours (27 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or More)			
Computerized Accounting with Thought Patterns	**Academy of Learning, Calgary N.W.** Calgary (Main) (403) 282-5166	801 Hours (32 Weeks)	Standard Admission: Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission: Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or More)			
Computerized Accounting with Thought Patterns	**Academy of Learning, Calgary South** Calgary (Main) (403) 252-8973	801 Hours (32 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or More)			
Computerized Accounting with Thought Patterns	**Academy of Learning, Edmonton South** Edmonton (780) 433-1717 (Main)	801 Hours (32 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or More)			
Computerized Accounting with Thought Patterns	**Academy of Learning, Medicine Hat** Medicine Hat (403) 526-5833 (Main)	801 Hours (32 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or More)			
Computerized Accounting with Thought Patterns	**Academy of Learning, Red Deer** Red Deer (Main) (403) 347-6676	801 Hours (32 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or More)			
Financial Services	**Business Career College, The** Grande Prairie (Main) Toll Free 1-877-532-5999	906 Hours (32 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent.
Office Administration/ Bookkeeping	**Business Career College, The** Grande Prairie (Main) Toll Free 1-877-532-5999	906 Hours (32 Weeks); 426 Hours (20 Weeks without work experience)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Practical Bookkeeping Distance: Yes Delivery in: Print	**Mann Career Training Ltd.** Spruce View (Main) (403) 728-0029	23 Lessons	Correspondence program contact school.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Banking and Business			
Applied Banking and Business	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	1 Year Certificate	High school diploma or equivalent, including English 30 or 33 and Math 20 or 23.
Call Centre and Emergency Response Operators			
Call Centre Agent Training	**Anderson Career Training Institute** Edmonton (Main) (780) 944-0909 Toll Free 1-877-344-3170	390 Hours (12 Weeks)	Standard Admission: Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D) with a standard score of 50 or better in English and Mathematics. Mature Admission: Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on aptitude test chosen by the school and approved by the Director of Private Institutions, Alberta Learning. 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Call Centre and Emergency Response Operators			
Customer Service/Call Centre Operator	**Academy of Learning, Calgary N.E.** Calgary (Main) (403) 569-8973	775 Hours (31 Weeks)	Standard Admission Students must meet ONE of the following criteria. 1. Alberta high school diploma, verified by transcript, with 50% or better in a grade 12 English , or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English. Mature Admission Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a grade 10 English, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Call Centre and Emergency Response Operators			
Customer Service/Call Centre Operator	**Academy of Learning, Calgary South** Calgary (Main) (403) 252-8973	775 Hours (31 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English and a Grade 10 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. And ALL of the following criteria: 1. Successful interview with school administration. Mature Admission- Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a grade 10 English, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Call Centre and Emergency Response Operators			
Customer Service/Call Centre Operator	**Academy of Learning, Edmonton Downtown** Edmonton (780) 424-1144 (Main)	775 Hours (31 Weeks)	Standard Admission Students must meet ONE of the following criteria. 1. Alberta high school diploma, verified by transcript, with 50% or better in a grade 12 English , or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English. Mature Admission Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a grade 10 English, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Call Centre and Emergency Response Operators			
Customer Service/Call Centre Operator	**Academy of Learning, Edmonton NW** Edmonton (Main) (780) 496-9428	775 Hours (31 Weeks)	Standard Admission Students must meet ONE of the following criteria. 1. Alberta high school diploma, verified by transcript, with 50% or better in a grade 12 English , or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English. Mature Admission Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a grade 10 English, or non-Alberta equivalent.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Call Centre and Emergency Response Operators			
Customer Service/Call Centre Operator	**Academy of Learning, High River** High River (403) 652-2116 (Main)	775 Hours (31 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English and a Grade 10 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. And ALL of the following criteria: 1. Successful interview with school administration. Mature Admission- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

Call Centre and Emergency Response Operators

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Customer Service/Call Centre Operator	**Academy of Learning, Red Deer** Red Deer (Main) (403) 347-6676	775 Hours (31 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English and a Grade 10 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. And ALL of the following criteria: 1. Successful interview with school administration. Mature Admission- Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a grade 10 English, or non-Alberta equivalent.
Emergency Communication and Response	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819	1 Year Certificate	High school diploma or equivalent, keyboarding proficiency, 20 wpm with 90% accuracy, completion of a career profile, program interview, hearing exam, criminal record check. Mature students (24 years of age or older) will be evaluated on an individual basis.
Emergency Communications & Response Program	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	8 Months Certificate	Standard Admission. English 30 with min 65% OR English 33 with min 75% or equivalent. Mature applicants must be 18 years of age and out of high school for one year, GED may be considered. Keyboarding test with min 20 Wpm with a 98% accuracy. Hearing test. Professional Profile: Questionnaire and Essay. Criminal Record Check submitted apon acceptance.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Call Centre and Emergency Response Operators			
Professional Customer Relations	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	10 Courses Certificate	None
Computer Fundamentals			
Advanced Computer Skills for the Workplace	**Chinook College** Calgary (Main) (403) 777-7200	20 Week Certificate (accelerated)	Contact School.
Computer Basics for Employment	**NorQuest College** Edmonton (Main) (780) 422-2020	12 Weeks	English 33, Math 13 or Applied Math 10 or Skills Appraisal test.
Computer Fundamentals	**Chinook College** Calgary (Main) (403) 777-7200	6 Course Certificate of Achievement	Seventeen years of age or older and a Canadian Citizen or landed immigrant.
Computer Office Technology Delivery in: Classroom, Computer-Based program, Work experience	**Metro Community College** Edmonton (Main) (780) 428-1111 Toll Free 1-877-202-2003	10 Weeks Certificate	Grade 11 Math and English, 20 wpm keyboarding and previous office experience. An appointment with the program specialist is required for acceptance.
Computer Skills for the Workplace	**Chinook College** Calgary (Main) (403) 777-7200	12 Week Certificate of Achievement	Advanced credit may be granted to certificate students whose prior experience or formal learning demonstrates course material has been covered.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Dental Office Support			
Dental Business Administration	**Career College, The - Edmonton** Edmonton (Main) (780) 424-6650 Toll Free 1-800-282-9917	300 Hours (12 Weeks)	Standard Admission: Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. Mature Admission: Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.
Dental Business Administration	**Columbia College** Calgary (Main) (403) 235-9300 Toll Free 1-888-235-9370	500 Hours (16 Weeks)	Generally students are required to have a Grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to "mature student" criteria. Further information may be obtained by contacting the school.
Dental Business Assistant	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669	4 Months Certificate (full-time)	At least three Grade 11 subjects including English 20 or 23 or a GED. Minimum typing speed of 20 wpm, Bow Valley College assessment and a pre-admission medical.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Legal Assistant			
Legal Assistant	**Career College, The - Calgary** Calgary (Main) (403) 266-0966 Toll Free 1-800-332-1404	970 Hours (44 Weeks)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.
Legal Assistant	**Career College, The - Edmonton** Edmonton (Main) (780) 424-6650 Toll Free 1-800-282-9917	970 Hours (44 Weeks)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Legal Assistant			
Legal Assistant	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	2 Years Diploma (Also available part-time - evenings)	High school diploma or meet mature student admission requirements. English 30 with min 65% OR English 33 with min 75% OR Equivalent. Aptitude & Proficiency Test - Min 30 WPM. Professional Profile - Essay and Resume
Legal Assistant Distance: Both Distance and Non-Distance Delivery in: The Legal Focus Certificate courses are available through distance delivery in an online format. Students must have access to the Internet and e-mail in order to participate in online courses. Please see page 146 of the Academic Calendar for details.	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630	1 Year Legal Focus Certificate; 2 Year Legal Assistant Diploma	Legal Focus Certificate (intended for, but not restricted to students currently employed in a legal environment): There are no formal admission requirements. The English requirement for the Legal Assistant Diploma program is highly recommended, but not required. Diploma: High school diploma -OR- mature student status -AND- essay. It is to the student's advantage to have basic keyboarding skills before beginning the program.
Legal Assistant Delivery in: Students can also undertake the program through part-time evening study.	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248 Transfers to: Athabasca University	2 Year Diploma (Four-week practicum)	Alberta High School Diploma or equivalent with at least 50% in English 30 or 33. For upgrading options, please see our Pre-Careers program. Preference for selection is given to applicants who have completed SAIT's Office Assistant certificate program, or an equivalent program from a recognized post-secondary institution, with a minimum overall average of C+. To pursue this course of studies, students must first complete either the evening Office Skills Certificate or the daytime Office Assistant Certificate with a grade point average of 2.33. In 2000, 98% of our graduates were employed within 6 to 9 months. Their starting salary range was $18,000 to $37,200 per year.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Legal Assistant			
Legal Assistant	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	2 Years Diploma	An Alberta high school diploma or equivalent with at least 50% in English 30/33 and a current typing speed of 30 wpm net. Resume may be required. English upgrading courses from the Pre-Careers program may be presented in lieu of English 30/33
Legal Assistant Training	**Anderson Career Training Institute** Edmonton (Main) (780) 944-0909 Toll Free 1-877-344-3170	1040 Hours (36 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on aptitude test chosen by the school and approved by the Director of Private Institutions, Alberta Learning. 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent.
Legal Secretary			
Legal Administrative Assistant	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669	9 courses (21 hours each) Certificate (Part-time)	None

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Legal Secretary			
Legal Secretarial	**Career College, The - Calgary** Calgary (Main) (403) 266-0966 Toll Free 1-800-332-1404	900 Hours (39 Weeks)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.
Legal Secretarial	**Career College, The - Edmonton** Edmonton (Main) (780) 424-6650 Toll Free 1-800-282-9917	900 Hours (39 Weeks)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Legal Secretary			
Legal Secretary	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	10 Months Certificate	Standard admission with a typing speed of at least 30 wpm and competency in English as determined by pretesting. Mature student status considered.
Legal Terminology	**Career College, The - Calgary** Calgary (Main) (403) 266-0966 Toll Free 1-800-332-1404	450 Hours (21 Weeks)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Legal Secretary			
Legal Terminology	**Career College, The - Edmonton** Edmonton (Main) (780) 424-6650 Toll Free 1-800-282-9917	450 Hours (21 Weeks)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.
Legal and Realtime Reporting			
Legal and Realtime Reporting	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	2 Years Diploma (plus 60 hours of practical training in the court reporting industry during the Spring/Summer session)	High school diploma or equivalent with a minimum 60% in English 30 or 33, Grade 12 Science and Grade 12 Social Studies or equivalent, plus a 5-minute timing showing proof of typewriting speed of 40 net words per minute. Requires normal hearing. A career investigation report is required. Part of this program is available through Continuing Education.
Medical Office Support			
Medical Administration/ Clinical Assistant	**Columbia College** Calgary (Main) (403) 235-9300 Toll Free 1-888-235-9370	500 Hours (20 Weeks)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Medical Office Support			
Medical Clinical Assistant	**HCC Computer Training Center & Computer Career College** Spruce Grove (780) 960-9499 (Main)	660 Hours (20 Weeks)	Standard Admission: Students must meet ONE of the following criteria: 1. Alberta High School Diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (GED) with a standard score of 50 of better in English or Mathematics. Mature Admission: Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Licensing and Certification. 3. Fifty credits toward an Alberta High School Diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 and any Grade 11 Mathematics, or non-Alberta equivalent.
Medical Office Assistant	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669	5 Months Certificate (full-time)	At least three Grade 11 subjects including English 20 or 23, or a GED. Minimum typing speed of 20 w.p.m. Bow Valley College assessment and pre-admission medical.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Medical Office Support			
Medical Office Assistant	**Career College, The - Calgary** Calgary (Main) (403) 266-0966 Toll Free 1-800-332-1404	900 Hours (39 Weeks)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.
Medical Office Assistant	**Career College, The - Edmonton** Edmonton (Main) (780) 424-6650 Toll Free 1-800-282-9917	900 Hours (39 Weeks)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Medical Office Support			
Medical Office Receptionist Distance: Yes Delivery in: Print	**Mann Career Training Ltd.** Spruce View (Main) (403) 728-0029	20 Lessons	Correspondence program contact school.
Medical Office/Clinical Assistant (MOA)	**Chinook College** Calgary (Main) (403) 777-7200	8 Courses Certificate (part-time)	Seventeen (17) years of age or older and Canadian citizen or landed immigrant.
Medical Terminology	**Career College, The - Calgary** Calgary (Main) (403) 266-0966 Toll Free 1-800-332-1404	450 Hours (21 Weeks)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Medical Office Support			
Medical Terminology	**Career College, The - Edmonton** Edmonton (Main) (780) 424-6650 Toll Free 1-800-282-9917	450 Hours (21 Weeks)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.
Secretary, Medical	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	10 Months Certificate	Standard admission with a typing speed of at least 30 wpm. and competency in English as determined by pretesting. Mature student status considered.
Medical Transcription and Records			
Health Record Technician Distance: Both Distance and Non-Distance	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	44 Week Certificate (8 Week practicum)	Alberta High School Diploma or equivalent with at least 60% average in English 30 or 33 and Biology 30. For upgrading options, please see our Pre-Careers program. In 2000, 100% of our graduates were employed within 6 to 9 months. Their starting salary range is $18.06 - $21.92/hr according to the Health Sciences Associations August 2001 collective agreement.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Medical Transcription and Records			
Medical Transcription	**Career College, The - Calgary** Calgary (Main) (403) 266-0966 Toll Free 1-800-332-1404	150 Hours (6 Weeks)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.
Medical Transcription	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	1 Year Certificate	An Alberta High School Diploma or equivalent, including English 30 and 33. Biology 30 is recommended, and a career investigation report is required. Applicants should possess a minimum typing speed of 30 net words per minute and will be required to provide proof of typing speed and accuracy. Excellent hearing ability is essential for continued use of transcription equipment.
Medical Transcription Distance: Both Distance and Non-Distance Delivery in: Students enrolled in this program are required to attend the SAIT campus. However, due to the heavy course load, many daytime courses are available through correspondence or teleconferencing.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	36 Week Certificate (Four-week practicum)	Alberta High School Diploma or equivalent with at least 60% average in English 30 or 33 and Biology 30. For upgrading options, please see our Pre-Careers program. English Language Proficiency Requirement. In 2000, 100% of our graduates were employed within 6 to 9 months. Their starting salary range was $20,400 to $27,550 per year.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Medical Unit Clerk			
Hospital Admitting Clerk	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669	16 Weeks	Completion of a Medical Assistant, Unit Clerk or a Dental Receptionist program within two years. Individual equivalencies will be considered. Current First Aid Course with CPR level C.
Hospital Unit Clerk	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669	4 Months Certificate includes 4 weeks work experience in a hospital (full-time)	Minimum of three Grade 11 subjects including English 20 or 23 or a GED. Minimum typing speed of 20 wpm, Bow Valley College assessment, a security clearance and a pre-admission medical.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Medical Unit Clerk			
Medical Office Assistant (also with Unit Clerk Specialization) Specialization in: - Unit Clerk	**Academy of Learning, Calgary N.E.** Calgary (Main) (403) 569-8973	1308 Hours (43 Weeks); 1508 Hours (50 Weeks) with Unit Clerk Specialization	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English and a Grade 10 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. And ALL of the following criteria: 1. Successful interview with school administration. 2. Successful result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Two letters of reference regarding personal character. 4. Provide a criminal record check Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a Grade 10 English and a Grade 10 Mathematics, or non-Alberta equivalent. 4. Successful interview with school administration. 5. Two letters of reference regarding personal character. 6. Provide a criminal record check.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Medical Unit Clerk			
Medical Office Assistant (also with Unit Clerk Specialization) Specialization in: - Unit Clerk	**Academy of Learning, Calgary South** Calgary (Main) (403) 252-8973	1308 Hours (43 Weeks); 1508 Hours (50 Weeks) with Unit Clerk Specialization	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English and a Grade 10 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. And ALL of the following criteria: 1. Successful interview with school administration. 2. Successful result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Two letters of reference regarding personal character. 4. Provide a criminal record check Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a Grade 10 English and a Grade 10 Mathematics, or non-Alberta equivalent. 4. Successful interview with school administration. 5. Two letters of reference regarding personal character. 6. Provide a criminal record check.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Medical Unit Clerk			
Medical Office Assistant (also with Unit Clerk Specialization) Specialization in: - Unit Clerk	**Academy of Learning, Edmonton Downtown** Edmonton (780) 424-1144 (Main)	1308 Hours (43 Weeks); 1508 Hours (50 Weeks) with Unit Clerk Specialization	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English and a Grade 10 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. And ALL of the following criteria: 1. Successful interview with school administration. 2. Successful completion of a standard admission test Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a Grade 10 English and a Grade 10 Mathematics, or non-Alberta equivalent. 4. Successful interview with school administration. 5. Successful completion of a standard admission test

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Medical Unit Clerk			
Medical Office Assistant (also with Unit Clerk Specialization) Specialization in: - Unit Clerk	**Academy of Learning, Edmonton NW** Edmonton (780) 496-9428 (Main)	1308 Hours (43 Weeks); 1508 Hours (50 Weeks) with Unit Clerk Specialization	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English and a Grade 10 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. And ALL of the following criteria: 1. Successful interview with school administration. 2. Successful result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Two letters of reference regarding personal character. 4. Provide a criminal record check Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a Grade 10 English and a Grade 10 Mathematics, or non-Alberta equivalent. 4. Successful interview with school administration. 5. Two letters of reference regarding personal character. 6. Provide a criminal record check.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Medical Unit Clerk			
Medical Office Assistant (also with Unit Clerk Specialization) Specialization in: - Unit Clerk	**Academy of Learning, High River** High River (Main) (403) 652-2116	1308 Hours (43 Weeks); 1508 Hours (50 Weeks) with Unit Clerk Specialization	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English and a Grade 10 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. And ALL of the following criteria: 1. Successful interview with school administration. 2. Successful result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Two letters of reference regarding personal character. 4. Provide a criminal record check Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a Grade 10 English and a Grade 10 Mathematics, or non-Alberta equivalent. 4. Successful interview with school administration. 5. Two letters of reference regarding personal character. 6. Provide a criminal record check.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Medical Unit Clerk			
Medical Office Assistant (also with Unit Clerk Specialization) Specialization in: - Unit Clerk	**Academy of Learning, Red Deer** Red Deer (Main) (403) 347-6676	1308 Hours (43 Weeks); 1508 Hours (50 Weeks) with Unit Clerk Specialization	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English and a Grade 10 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. And ALL of the following criteria: 1. Successful interview with school administration. 2. Successful result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Two letters of reference regarding personal character. 4. Provide a criminal record check Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a Grade 10 English and a Grade 10 Mathematics, or non-Alberta equivalent. 4. Successful interview with school administration. 5. Two letters of reference regarding personal character. 6. Provide a criminal record check.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Medical Unit Clerk			
Unit Clerk	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103	16 weeks Credential of Academic Achievement (includes 3-week practicum)	High school diploma or equivalent with a minimum 30 wpm typing speed. Applicants must undergo a medical exam and submit the physician's report prior to start of classes. Hepatitis B inoculation (first of series) prior to practicum placement is strongly recommeded. Annual TB testing and record of contact or infection with Varicella. Criminal record check required before practicum. Admission in Winter term only.
Unit Clerk	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630	17 Week Certificate	Three Grade 11 subjects including English 20 or 23 -OR- GED plus essay Writing Test -AND- typing speed of 20 wpm -AND- medical history form and immunization.
Office Administration			
Administrative Assistant	**Chinook College** Calgary (Main) (403) 777-7200	6 Course Certificate	Experience in an office environment. Seventeen (17) years of age or older and Canadian citizen or landed immigrant. This program is being discountinued after June 2003.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Administrative Assistant (with Thought Patterns)	**Academy of Learning, Airdrie** Airdrie (Main) (403) 912-3430	658 Hours (26 Weeks)	Standard Admission: Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission: Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Administrative Assistant (with Thought Patterns)	**Academy of Learning, Edmonton Downtown** Edmonton (780) 424-1144 (Main)	658 Hours (26 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Administrative Assistant (with Thought Patterns)	**Academy of Learning, Edmonton NW** Edmonton (Main) (780) 496-9428	658 Hours (26 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Administrative Assistant (with Thought Patterns)	**Academy of Learning, High River** High River (403) 652-2116 (Main)	658 Hours (26 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Administrative Assistant (with Thought Patterns)	**Academy of Learning, Lethbridge** Lethbridge (Main) (403) 329-3244	658 Hours (26 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.
Administrative Assistant for Small Businesses	**Bow Valley College** Continuing Education (403) 410-4100	12 Courses Certificate (part-time)	Standard admission.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Administrative Assistant with Thought Patterns	**Academy of Learning, Calgary N.W.** Calgary (Main) (403) 282-5166	658 Hours (26 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Administrative Assistant with Thought Patterns	**Academy of Learning, Calgary South** Calgary (Main) (403) 252-8973	658 Hours (26 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Administrative Assistant with Thought Patterns	**Academy of Learning, Edmonton South** Edmonton (780) 433-1717 (Main)	658 Hours (26 Weeks)	Standard Admission Students must meet ONE of the following criteria. 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Advanced Education and Career Development). 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Administrative Assistant with Thought Patterns	**Academy of Learning, Medicine Hat** Medicine Hat (403) 526-5833 (Main)	658 Hours (26 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Administrative Assistant with Thought Patterns	**Academy of Learning, Red Deer** Red Deer (Main) (403) 347-6676	658 Hours (26 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Administrative Officer	**YWCA Calgary Business College** Calgary (Main) (403) 263-1550	500 Hours (20 Weeks)	STANDARD ADMISSION Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in English 30 or 33, or non-Alberta equivalent. 2 Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English. MATURE ADMISSION Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Administrative Secretary with Thought Patterns	**Academy of Learning, Medicine Hat** Medicine Hat (403) 526-5833 (Main)	698 Hours (28 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Administrative Technology Specialization in: - Certificate Program - Basic Curriculum, Advanced Curriculum - Diploma Program - Legal Office Assistant, Legal Secretary, Microcomputer Office Specialist, Computerized Accounting Assistant, E-Commerce Specialist. - Intensive Diploma Program - Legal Secretary, Microcomputer Office Specialist, Computerized Accounting Assistant, E-Commerce Specialist, Legal Office Assistant. Distance: Both Distance and Non-Distance Delivery in: Certificate program available through distance delivery.	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772	1 Year Certificate; 2 Years Diploma; 1 Year Intensive Diploma	If you are entering the program directly from high school, you require a High School Diploma including the following courses with a minimum grade of 50%, English 30 or 33, Math at the grade 11 level. If you are a mature student and do not meet the requirements, you must attain a minimum score on an appropriate entrance test. (The Office Administration Certificate is offered by Distance Delivery as part of the Alberta North program. This program is designed for distance delivery to communities that do not have college campuses.)
Executive Secretary with Thought Patterns	**Academy of Learning, Edmonton South** Edmonton (Main) (780) 433-1717	878 Hours (35 Weeks)	Standard Admission- Students must meet ONE of the following criteria. 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Advanced Education and Career Development). 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Executive Secretary with Thought Patterns	**Academy of Learning, Medicine Hat** Medicine Hat (Main) (403) 526-5833	878 Hours (35 Weeks)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Executive Secretary with Thought Patterns	**Academy of Learning, Red Deer** Red Deer (Main) (403) 347-6676	878 Hours (35 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.
Office Administration Specialization in: - Administrative Assistant - Accounting Clerk - Office Assistant	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669 Transfers to: Grande Prairie Regional College Red Deer College	9 Months including 4 weeks work experience Certificate (full-time)	English 20 or 33, Pure Math or Applied Math 10 and one other high school subject. Grade 12 is strongly recommended or a GED. Bow Valley College entrance testing required if transcripts are older than two years.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Office Administration Specialization in: Office Administration Distance: Both Distance and Non-Distance	**Fairview College** High Level (780) 926-2573 Toll Free 1-800-995-2573 Peace River (780) 624-4616 Toll Free 1-888-999-4616 St. Albert	1 Year Certificate	Alberta high school diploma with a "C" or better in Grade 11 Math and Grade 12 English. Adult Status is also available it you've been out of school for atleast one year but admission is not automatic. Adult Status applicants must submit an application and letter outlining your education, experience, and reasons for seeking admission to the program.
Office Administration Specialization in: - Accounting - Electronic Publishing	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408	* 1 Year Certificate; 2 Years Diploma	Certificate Admissions: High school diploma or equivalent with 60% in English 20 or English 23 and 60% in Math 20 or Math 23 or Math 20 Applied, or pass mark on a college entrance test, or mature student. Diploma Admissions: Successful completion of a 1 year certificate in Office Administration or Business Education, or produce documentation outlining equivalent work experience and training, plus successful completion of a skills assessment.
Office Administration	**Lakeland College** Vermilion (780) 853-8420 Toll Free 1-800-661-6490 Transfers to: Grande Prairie Regional College Keyano College Southern Alberta Institute of Technology	1 Year Certificate	High school diploma (or mature status admission) with at least 55% in English 30 (65% in English 33).
Office Administration Specialization in: - Administrative Assistant (2 years) - Office Assistant (1 year)	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103 Transfers to: Keyano College Red Deer College	1 Year Certificate; 2 Years Diploma	High school diploma or equivalent. For Diploma: Office Assistant Certificate or equivalent.

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*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Office Administration	**NorQuest College** Edmonton (Main) (780) 422-2020 Transfers to: Grant MacEwan College Keyano College Lethbridge Community College Medicine Hat College Northern Alberta Institute of Technology Red Deer College Southern Alberta Institute of Technology	30 Weeks Certificate (includes 5 weeks work experience)	English 33 or a TOEFL score of 560/220, Math 13 or Applied Math 10, keyboarding speed of 20 wpm, admission interview and letter of reference.
Office Administration Specialization in: - Accounting - Electronic Publications - Information Processing Distance: Yes Delivery in: Home-study	**Northern Lakes College** McLennan (780) 751-3200	40 Weeks Certificate	Route One: Submit a transcript showing grades of at least 65% in English 33 or 55% in English 30 and at least 65% in Math 13 or 14. Route Two: Must successfully complete an entrance exam. This means a reading comprehension level equivalent to Grade 12 and Grade 10 Math computations level. Attend a pre-acceptance session.
Office Administration Specialization in: - Accounting - Business Communications - Information Processing Distance: Yes Delivery in: Mixture of face-to-face instructor based, distance delivery, and individual study.	**Northern Lakes College** Grouard (780) 849-8611 Slave Lake Smoky River Valleyview (780) 751-3200 Transfers to: Grant MacEwan College Northern Alberta Institute of Technology	40 Weeks Certificate	Route One: Submit a transcript showing grades of at least 65% in English 33 or 55% in English 30 and at least 55% in Math 13 or Applied Math 10 or 65%in Math 24. Route Two: Applicants without high school credits must successfully complete an entrance exam. This means successful completion of a reading comprehension level equivalent to Grade 12 and Grade 10 Math computations level. All applicants must attend a pre-acceptance session.
Office Administration Specialization in: - Administrative Assistant - Office Assistant	**Olds College** Olds (Main) (403) 556-8281 Toll Free 1-800-661-6537	1 Year Certificate	High school diploma or equivalent with 50% or better in any Grade 11 Mathematics (Math 20 or 23 or Math 20(P) Pure or Math 20 (A) Applied) and English 30 or 33. Knowledge of keyboarding with a minimum of 20 words per minute is desired. Mature and special student status considered.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Office Administration Specialization in: With one specialization.	**Portage College** Lac La Biche (Main) (780) 623-5580 Transfers to: Grande Prairie Regional College Keyano College Lethbridge Community College Northern Alberta Institute of Technology Red Deer College Southern Alberta Institute of Technology	37 Weeks	Grade 11 or equivalent, including English 20 or 23, and Math 10 or Math 10(Applied or Pure) or Math 13 (Math 24 acceptable).
Office Administration	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630	2 Year Diploma	Office Technology Certificate -OR- two full terms of academic work from an Office Technology or Administration Certificate Program with a GPA of 2.0 on academic work.
Office Administration (with Thought Patterns)	**Academy of Learning, Airdrie** Airdrie (Main) (403) 912-3430	1024 Hours (41 Weeks)	Standard Admission: Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission: Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Office Administration (with Thought Patterns)	**Academy of Learning, Calgary N.E.** Calgary (Main) (403) 569-8973	1024 Hours (41 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Office Administration (with Thought Patterns)	**Academy of Learning, Edmonton Downtown** Edmonton (780) 424-1144 (Main)	1024 Hours (41 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Office Administration (with Thought Patterns)	**Academy of Learning, Edmonton NW** Edmonton (Main) (780) 496-9428	1024 Hours (41 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Office Administration (with Thought Patterns)	**Academy of Learning, High River** High River (Main) (403) 652-2116	1024 Hours (41 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Office Administration (with Thought Patterns)	**Academy of Learning, Lethbridge** Lethbridge (Main) (403) 329-3244	1024 Hours (41 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Office Administration with Thought Patterns	**Academy of Learning, Calgary N.W.** Calgary (Main) (403) 282-5166	1024 Hours (41 Weeks)	Standard Admission: Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission: Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Office Administration with Thought Patterns	**Academy of Learning, Calgary South** Calgary (Main) (403) 252-8973	1024 Hours (41 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Office Administration with Thought Patterns	**Academy of Learning, Edmonton South** Edmonton (780) 433-1717 (Main)	1024 Hours (41 Weeks)	Standard Admission- Students must meet ONE of the following criteria. 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Advanced Education and Career Development). 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Office Administration with Thought Patterns	**Academy of Learning, Medicine Hat** Medicine Hat (403) 526-5833 (Main)	1024 Hours (41 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Office Administration with Thought Patterns	**Academy of Learning, Red Deer** Red Deer (Main) (403) 347-6676	1024 Hours (41 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Office Administration, Microcomputer	**Slate Training Centre** Edmonton (Main) (780) 424-1338	675 Hours (26 Weeks)	STANDARD ADMISSION Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in English 30 or 33, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50% or better in English. MATURE ADMISSION Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Office Administration/Office Assistant Specialization in: -law and legal office procedures -petroleum -medical -accounting -organizational behavior Delivery in: Part-time study options.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: Athabasca University	Certificate and diploma programs	Office Assistant - Alberta High School Diploma or equivalent with at least 50% in English 30 or 33. For upgrading options, please see our Pre-Careers program. Office Administration - An Office Assistant certificate with a minimum grade point average of 2.0 in semester two and a minimum grade of C in OADM-225 Office Applications II. If the program is oversubscribed, selection will be based on overall marks in the second semester. In either program, students with office skills from previous courses, employer training programs and/or work experience may receive advanced standing by completing competency assessments. In 2000, 100% of our Office Assistant graduates and 96% of our Office Administration graduates were employed within 6 to 9 months. Their starting salary range was $9,600 to $40,000 per year for Office Assistant graduates and $18,000 to $31,600 for Office Administration graduates.
Office Assistant Specialization in: - Administrative Major - Medical Major - Legal Major	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	10 Months Certificate	Standard admission with a typing speed of at least 30 wpm and competency in English as determined by pre-testing. Mature student status also considered. Career investigation report also required.
Office Professional	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	12 Course Certificate	This certificate is intended for clerical and administrative staff. As stated per course in calendar. www.nait.ab.ca/coned
Office Technology Specialization in: -Office Technology Certificate -Office Management Diploma -Business Administration Diploma -Office Technology Major	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819 Brooks (403) 362-1677 Transfers to: Athabasca University	1 Year Certificate; 2 Years Diploma	Grade 12 English, Math 10 or 23, and keyboarding skills (minimum 20 wpm with 90% accuracy).

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Office and Records Administration	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077 Transfers to: Athabasca University	2 Years Diploma	Alberta High School Diploma or equivalent, with 50% in English 30 or 33 and 50% in Math 20, 23 or equivalent. Completion of courses in keyboarding and introductory computers is highly recommended.
Professional Administrative Assistant	**Training Inc. - Lethbridge** Lethbridge (Main) (403) 320-5100	330 Hours (11 Weeks)	STANDARD ADMISSION- Students must meet ONE of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Secretary, Administrative	**Reeves Business and Career College** Lloydminster (780) 875-3308 (Main)	44 Weeks	STANDARD ADMISSION Students must meet ONE of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION Students must meet ALL of the folowing criteria. 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director of Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Secretary, Administrative (with Thought Patterns)	**Academy of Learning, Edmonton Downtown** Edmonton (780) 424-1144 (Main)	698 Hours (28 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Secretary, Administrative (with Thought Patterns)	**Academy of Learning, Edmonton NW** Edmonton (Main) (780) 496-9428	698 Hours (28 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Secretary, Administrative (with Thought Patterns)	**Academy of Learning, Lethbridge** Lethbridge (Main) (403) 329-3244	698 Hours (28 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Secretary, Executive (with Thought Patterns)	**Academy of Learning, Edmonton Downtown** Edmonton (780) 424-1144 (Main)	878 Hours (35 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Secretary, Executive (with Thought Patterns)	**Academy of Learning, Edmonton NW** Edmonton (780) 496-9428 (Main)	878 Hours (35 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Secretary, Executive (with Thought Patterns)	**Academy of Learning, High River** High River (403) 652-2116 (Main)	878 Hours (35 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Secretary, Executive (with Thought Patterns)	**Academy of Learning, Lethbridge** Lethbridge (Main) (403) 329-3244	878 Hours (35 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Advanced Computerized Office Procedures	**Academy of Learning, Calgary N.W.** Calgary (Main) (403) 282-5166	300 Hours (12 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Advanced Computerized Office Procedures	**Academy of Learning, Calgary South** Calgary (Main) (403) 252-8973	300 Hours (12 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Advanced Computerized Office Procedures	**Academy of Learning, Edmonton South** Edmonton (780) 433-1717 (Main)	300 Hours (12 Weeks)	Standard Admission Students must meet ONE of the following criteria. 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Advanced Education and Career Development). 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Advanced Computerized Office Procedures	**Academy of Learning, Medicine Hat** Medicine Hat (403) 526-5833 (Main)	300 Hours (12 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Advanced Computerized Office Procedures	**Academy of Learning, Red Deer** Red Deer (Main) (403) 347-6676	300 Hours (12 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.
Business Applications Specialist in Computers	**Chinook College** Calgary (Main) (403) 777-7200	12 Course Certificate	English Language Proficiency. Must be seventeen years of age or older and a Canadian Citizen or landed immigrant. A completed application for admission is required.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Business Applications, Computerized	**Slate Training Centre** Edmonton (Main) (780) 424-1338	430 Hours (16 Weeks)	STANDARD ADMISSION Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in English 30 or 33, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50% or better in English. MATURE ADMISSION Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.
Business Computers	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669	4 courses Certificate (part-time)	18 years of age or older and Word Processing Certificate.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Business Micro Operation	**Career College, The - Calgary** Calgary (Main) (403) 266-0966 Toll Free 1-800-332-1404	150 Hours (6 Weeks/full-time) OR (21 Weeks/part-time)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.
Business Micro Operation	**Career College, The - Edmonton** Edmonton (Main) (780) 424-6650 Toll Free 1-800-282-9917	150 Hours (6 Weeks/full-time) OR (21 Weeks/part-time)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Business Office Skills	**Career College, The - Calgary** Calgary (Main) (403) 266-0966 Toll Free 1-800-332-1404	600 Hours (24 Weeks)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.
Business Office Skills	**Career College, The - Edmonton** Edmonton (Main) (780) 424-6650 Toll Free 1-800-282-9917	600 Hours (24 Weeks)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Computer Desktop Applications Delivery in: Customized corporate training sessions, Online application training for Microsoft Office User Specialist (MOUS), Prior Learning Assessment Recognition	**University of Calgary** Faculty of Continuing Education (403) 220-6292	15 Application Training Units (ATU's) (a minimum of 10 ATU's of instruction in the core competencies) Certificate	None
Computer Training, Integrated	**Careers In Transition Inc.** Edmonton (Main) (780) 496-9220	360 Hours (12 Weeks)	Standard Admission: Students must meet ALL of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any other Grade 11 Mathematics, or non-Alberta equivalent; OR successful completion of the General Equivalency Diploma (G.E.D) with a standard score of 50 or better in English and Mathematics; AND 2. successful test result on a keyboarding test (25wpm with a 3% error rate) chosen by the school and approved by the Director, Private Vocational Schools. Mature Admission: Students must meet ALL of the following criteria: 1. out of school for two (2) years; 2. successful test result on aptitude test chosen by the school and approved by the Director, Private Vocational Schools; 3. fifty (50) credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Grade 10 Mathematics of any Grade 11, or non-Alberta equivalent; 4. successful test result on a keyboarding test (25 wpm with a 3% error rate) chosen by the school and approved by the Director, Private Vocational Schools.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Computer and Office Skills Delivery in: Classroom, Computer-Based program, Work experience	**Metro Community College** Edmonton (Main) (780) 428-1111 Toll Free 1-877-202-2003	10 Weeks Certificate	Grade 10 Math and English, keyboarding speed of 20wpm.
Computerized Office Procedures	**Academy of Learning, Calgary South** Calgary (Main) (403) 252-8973	225 Hours (9 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Computerized Office Procedures	**Academy of Learning, Edmonton South** Edmonton (780) 433-1717 (Main)	225 Hours (9 Weeks)	Standard Admission Students must meet ONE of the following criteria. 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Advanced Education and Career Development). 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Computerized Office Procedures	**Academy of Learning, Medicine Hat** Medicine Hat (403) 526-5833 (Main)	225 Hours (9 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Computerized Office Procedures	**Academy of Learning, Red Deer** Red Deer (Main) (403) 347-6676	225 Hours (9 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Computers in the Workplace	**Training Inc. - Lethbridge** Lethbridge (Main) (403) 320-5100	330 Hours (11 Weeks)	STANDARD ADMISSION- Students must meet ONE of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, and Mathematics 20 or 23, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English and Mathematics. MATURE ADMISSION- 1. Nineteen years of age. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 3. Fifty credits toward an Alberta high school diploma with 50% or better in English 10 or 13, and Mathematics 10, 20 or 23, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Entrepreneurial Office Applications	**Academy of Learning, Calgary South** Calgary (Main) (403) 252-8973	275 Hours (11 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Entrepreneurial Office Applications	**Academy of Learning, Edmonton South** Edmonton (780) 433-1717 (Main)	275 Hours (11 Weeks)	Standard Admission Students must meet ONE of the following criteria. 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Advanced Education and Career Development). 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Entrepreneurial Office Applications	**Academy of Learning, Medicine Hat** Medicine Hat (403) 526-5833 (Main)	275 Hours (11 Weeks/full-time) (22 Weeks/part-time)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Entrepreneurial Office Applications	**Academy of Learning, Red Deer** Red Deer (Main) (403) 347-6676	275 Hours (11 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Microcomputer Applications	**Slate Training Centre** Edmonton (Main) (780) 424-1338	205 Hours (9 Weeks)	STANDARD ADMISSION Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in English 30 or 33, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50% or better in English. MATURE ADMISSION Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent. In addition to the above requirements, students must have a previous work history and experience in a particular occupation.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Microcomputer Office Specialist	**HCC Computer Training Center & Computer Career College** Spruce Grove (780) 960-9499 (Main)	330 Hours (11 Weeks) OR 540 Hours (17 Weeks) with work experience	STANDARD ADMISSION- Students must meet ONE of the following criteria. a) Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR b) Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. MATURE ADMISSION- Students must meet ALL of the following criteria: a) Out of school for two years. b) Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. c) Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11Mathematics, or non-Alberta equivalent. ADDENDUM TO ADMISSION REQUIREMENTS (HCC REQUIREMENTS)- a) Participants are required to have a minimum of 30 wpm keyboarding skills prior to entering the course OR a minimum of Information Processing 10 OR Introduction to Microcomputer Course. b) All students under the age of 18 must provide a letter of parental consent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Microcomputer Office Systems Specialist	**Alberta Career Computer Center Inc.** Edmonton (Main) (780) 488-1270	490 Hours (19 Weeks)	STANDARD ADMISSION- Students must meet ONE of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on a aptitude test chosen by the school and approved by the Director, Private Institutions, Alberta Learning. 4. Thirty-three credits toward an Alberta High School Diploma with 50% or better in English 10 or 13, or non-Alberta equivalent. N.B. MUST must Standard or Mature admission criteria.
Microsoft Access Specialist	**Chinook College** Calgary (Main) (403) 777-7200	Certificate in Database Applications (Upon completion of this 3 course certificate with appropriate experience and practice, you will be prepared to write the Microsoft Office User Specialist (MOUS) Access Expert exam)	Seventeen (17) years of age or older and a Canadian citizen or landed immigrant.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Microsoft Excel Specialist	**Chinook College** Calgary (Main) (403) 777-7200	Certificate in Spreadsheet Applications Upon completion of this 3 course certificate with appropriate work experience and practice, you will be prepared to write the Microsoft Office User Specialist (MOUS) Excel Expert exam)	Seventeen (17) years of age or older and a Canadian citizen or landed immigrant.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Microsoft Office User Specialist Specialization in: - Master Certification	**Infogem Institute of Technology** Calgary (Main) (403) 537-5888	480 Hours (12 Weeks)	Standard Admission Students must meet ONE of the following criteria. 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions branch. 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Microsoft Office User Specialist	**The Fourth R of Southern Alberta** Lethbridge (403) 329-6300 (Main)	455 Hours (13 Weeks)	Standard Admission: Students must meet ONE of the following criteria: 1.Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2.Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission: Students must meet ALL of the following criteria: 1.Out of school for two years. 2.Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions branch. 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. In addition to the above requirements, all individuals must successfully pass a program specific assessment test.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Microsoft Office User Specialist (MOUS)	**Alberta Career Computer Center Inc.** Edmonton (Main) (780) 488-1270	445 Hours (18 Weeks)	Standard Admission: Students must meet ONE of the following criteria. 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D) with a standard score of 50 or better in English and Mathematics. Mature Admission: Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on aptitude test chosen by the school and approved by the Director of Private Institutions, Alberta Learning. 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent.
Microsoft Office User Specialist (MOUS) Delivery in: On-line testing	**NorQuest College** Edmonton (Main) (780) 422-2020	Varies; Microsoft Office User Specialist Certificate upon successful completion	Applicants should have prior competence in MS Office applications.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Microsoft PowerPoint Specialist	**Chinook College** Calgary (Main) (403) 777-7200	Certificate in Presentation Applications (Upon completion of this 2 course certificate with appropriate work experience and practice, you will be prepared to write the Microsoft Office User Specialis (MOUS) PowerPoint Expert exam)	Seventeen (17) years of age or older and a Canadian citizen or landed immigrant.
Office Administration	**Columbia College** Calgary (Main) (403) 235-9300 Toll Free 1-888-235-9370	400 Hours (20 Weeks/full-time) or (40 Weeks/part-time)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Office Applications, Entrepreneurial	**Academy of Learning, Edmonton Downtown** Edmonton (780) 424-1144 (Main)	275 Hours (11 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Office Applications, Entrepreneurial	**Academy of Learning, Edmonton NW** Edmonton (780) 496-9428 (Main)	275 Hours (11 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Office Applications, Entrepreneurial	**Academy of Learning, Lethbridge** Lethbridge (Main) (403) 329-3244	275 Hours (11 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Office Assistant	**YWCA Calgary Business College** Calgary (Main) (403) 263-1550	350 Hours (14 Weeks)	STANDARD ADMISSION Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in English 30 or 33, or non-Alberta equivalent. 2 Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English. MATURE ADMISSION Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Office Assistant, Microcomputer	**Slate Training Centre** Edmonton (Main) (780) 424-1338	520 Hours (20 Weeks)	STANDARD ADMISSION Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in English 30 or 33, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50% or better in English. MATURE ADMISSION Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.
Office Clerk	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408	4 Months Certificate	High school diploma with 60% in English 20 or 23 and Math 20 or 23 or Math 20 Applied or pass college entrance test or mature student status.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Office Procedures, Computerized	**Academy of Learning, Airdrie** Airdrie (Main) (403) 912-3430	225 Hours (9 Weeks)	Standard Admission: Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission: Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Office Procedures, Computerized	**Academy of Learning, Calgary N.E.** Calgary (Main) (403) 569-8973	225 Hours (9 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Office Procedures, Computerized	**Academy of Learning, Edmonton Downtown** Edmonton (780) 424-1144 (Main)	225 Hours (9 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Office Procedures, Computerized	**Academy of Learning, Edmonton NW** Edmonton (780) 496-9428 (Main)	225 Hours (9 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Office Procedures, Computerized	**Academy of Learning, High River** High River (Main) (403) 652-2116	225 Hours (9 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Office Procedures, Computerized	**Academy of Learning, Lethbridge** Lethbridge (Main) (403) 329-3244	225 Hours (9 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Office Procedures, Computerized (Advanced)	**Academy of Learning, Airdrie** Airdrie (Main) (403) 912-3430	300 Hours (12 Weeks)	Standard Admission: Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission: Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Office Procedures, Computerized (Advanced)	**Academy of Learning, Calgary N.E.** Calgary (Main) (403) 569-8973	300 Hours (12 Weeks Full-time) or (50 Weeks Part-time)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Office Procedures, Computerized (Advanced)	**Academy of Learning, Edmonton Downtown** Edmonton (780) 424-1144 (Main)	300 Hours (12 Weeks) or (50 Weeks part-time)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Office Procedures, Computerized (Advanced)	**Academy of Learning, Edmonton NW** Edmonton (Main) (780) 496-9428	300 Hours (12 Weeks)OR(50 Weeks part-time)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Office Procedures, Computerized (Advanced)	**Academy of Learning, High River** High River (403) 652-2116 (Main)	300 Hours (12 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Office Procedures, Computerized (Advanced)	**Academy of Learning, Lethbridge** Lethbridge (Main) (403) 329-3244	300 Hours (12 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Office Skills, Personal	**Mayfair Business College** Grande Prairie (780) 539-5090 (Main)	300 Hours (10 Weeks) (additional 2 and 8 week practicums available)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50 % or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Office Specialist	**Anderson Career Training Institute** Edmonton (Main) (780) 944-0909 Toll Free 1-877-344-3170	630 Hours (20 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on aptitude test chosen by the school and approved by the Director of Private Institutions, Alberta Learning. 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Office Specialist, Microcomputer	**Slate Training Centre** Edmonton (Main) (780) 424-1338	305 Hours (13 Weeks)	STANDARD ADMISSION Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in English 30 or 33, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50% or better in English. MATURE ADMISSION Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent. In addition to the above requirements, students must have a previous work history and experience in a particular occupation.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
Office Technology	**New Era Technology** Calgary (Main) (403) 265-9787	200 Hours (5 Weeks)	A. Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English and a grade 12 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Students must meet ALL of the following criteria- 1. Successful completion of a technical assessment test administered by New Horizons 2. Successful completion of a profile test administered by New Horizons 3. Successful interview with School Administration B. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a Grade 10 English and a Grade 10 Mathematics, or non-Alberta equivalent. In addition to the above, students must meet ALL of the following criteria: 1. Successful completion of a technical assessment test administered by New Horizons 2. Successful completion of a profile test administered by New Horizons 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 4. Successful interview with School Administration.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or Less)			
PC Applications Specialist	**Career Blazers Learning Centre** Calgary (Main) (403) 253-8099	340 Hours (14 Weeks)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Office Support (Six Months or More)			
Advanced Microcomputer Business Applications with Thought Patterns	**Academy of Learning, Medicine Hat** Medicine Hat (403) 526-5833 (Main)	990 Hours (40 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Advanced Microcomputer Business Applications with Thought Patterns	**Academy of Learning, Red Deer** Red Deer (Main) (403) 347-6676	990 Hours (40 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Business Applications and Data Management	**Blue Quills First Nations College** St. Paul (Main) (780) 645-4455	1164 Hours (40 Weeks)	Standard Admission- Students may be accepted into the program who have successfully completed the G.E.D. with a score of 50 or better in English and Mathematics OR have successfully completed an Alberta high school diploma with 50% better in Grade 12 English and Mathematics 10 or any grade 11 mathematics, or equivalent. Mature Admission- Students may be accepted into the program as mature students if they are age 19 or older, have been out of school for at least two years, and have a minimum of 50 credits towards a high school diploma with 50% or better in grade 10 English and Mathematics 10 or any grade 11 mathematics, or equivalent. All potential students must successfully complete the CAAT (Canadian Academic Achievement Test) and must participate in a pre-admission interview with the program coordinator to ensure suitability for the program.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Business Applications, Entrepreneurial (with Thought Patterns)	**Academy of Learning, Airdrie** Airdrie (Main) (403) 912-3430	800 Hours (32 Weeks)	Standard Admission: Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission: Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Business Applications, Entrepreneurial (with Thought Patterns)	**Academy of Learning, Calgary N.E.** Calgary (Main) (403) 569-8973	800 Hours (32 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Business Applications, Entrepreneurial (with Thought Patterns)	**Academy of Learning, Edmonton Downtown** Edmonton (780) 424-1144 (Main)	800 Hours (32 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Business Applications, Entrepreneurial (with Thought Patterns)	**Academy of Learning, Edmonton NW** Edmonton (Main) (780) 496-9428	800 Hours (32 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Business Applications, Entrepreneurial (with Thought Patterns)	**Academy of Learning, High River** High River (Main) (403) 652-2116	800 Hours (32 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Business Applications, Entrepreneurial (with Thought Patterns)	**Academy of Learning, Lethbridge** Lethbridge (Main) (403) 329-3244	800 Hours (32 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.
Business Computer Applications	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	8 Courses Certificate of Achievement (maximum 4 years to complete)	For students without recent computer experience or education, it is recommended you take Introduction to Computers, BCPT-101 before beginning the certificate program.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Business Computer Specialist	**CDI College of Business and Technology, Calgary North** Calgary (Main) (403) 571-8585 Toll Free 1-888-974-3234	650 Hours (26 Weeks)	Standard Admission- 1. Candidates must obtain a successful test result on an assessment test chosen by the school and approved by the Director of Private Institutions. 2. Candidates must meet ONE of the following criteria: a) Alberta High School Diploma with 50% or better in English 30 or 33, and Mathematics 30 or 33, or non-Alberta equivalent, or b) Successful completion of the General Equivalency Diploma (G.E.D.) with standard of 55% or better in English and Mathematics. MATURE ADMISSION- 1. Nineteen years of age, and out of school for one year. 2. Candidates must obtain a successful test result on an assessment test chosen by the school and approved by the Director of Private Institutions. 3. Candidates must meet ONE of the following criteria based on the program choice: a) COMPUTER RELATED TRAINING (CRT) - Fifty credits toward an Alberta High School Diploma with 50% or better in English 10 or 13, and Mathematics 20, or 23 or non-Alberta equivalent. b) BUSINESS RELATED TRAINING (BRT) - Thirty-three credits toward an Alberta High School Diploma with 50% or better in English 10 or 13, and Mathematics 10, or 13 or non-Alberta equivalent. NOTE: Grade 12 = 100 credits or more.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Business Computer Specialist	**CDI College of Business and Technology, Calgary South** Calgary (Main) (403) 974-8585 Toll Free 1-888-974-3234	650 Hours (26 Weeks)	Standard Admission- 1. Candidates must obtain a successful test result on an assessment test chosen by the school and approved by the Director of Private Institutions. 2. Candidates must meet ONE of the following criteria: a) Alberta High School Diploma with 50% or better in English 30 or 33, and Mathematics 30 or 33, or non-Alberta equivalent, or b) Successful completion of the General Equivalency Diploma (G.E.D.) with standard of 55% or better in English and Mathematics. MATURE ADMISSION- 1. Nineteen years of age, and out of school for one year. 2. Candidates must obtain a successful test result on an assessment test chosen by the school and approved by the Director of Private Institutions. 3. Candidates must meet ONE of the following criteria based on the program choice: a) COMPUTER RELATED TRAINING (CRT) - Fifty credits toward an Alberta High School Diploma with 50% or better in English 10 or 13, and Mathematics 20, or 23 or non-Alberta equivalent. b) BUSINESS RELATED TRAINING (BRT) - Thirty-three credits toward an Alberta High School Diploma with 50% or better in English 10 or 13, and Mathematics 10, or 13 or non-Alberta equivalent. NOTE: Grade 12 = 100 credits or more.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Business Computer Specialist	**CDI College of Business and Technology, Edmonton Millgate** Edmonton (Main) (780) 463-7900 Toll Free 1-888-874-3234	650 Hours (26 Weeks)	Standard Admission- 1. Candidates must obtain a successful test result on an assessment test chosen by the school and approved by the Director of Private Institutions. 2. Candidates must meet ONE of the following criteria: a) Alberta High School Diploma with 50% or better in English 30 or 33, and Mathematics 30 or 33, or non-Alberta equivalent, or b) Successful completion of the General Equivalency Diploma (G.E.D.) with standard of 55% or better in English and Mathematics. MATURE ADMISSION- 1. Nineteen years of age, and out of school for one year. 2. Candidates must obtain a successful test result on an assessment test chosen by the school and approved by the Director of Private Institutions. 3. Candidates must meet ONE of the following criteria based on the program choice: a) COMPUTER RELATED TRAINING (CRT) - Fifty credits toward an Alberta High School Diploma with 50% or better in English 10 or 13, and Mathematics 20, or 23 or non-Alberta equivalent. b) BUSINESS RELATED TRAINING (BRT) - Thirty-three credits toward an Alberta High School Diploma with 50% or better in English 10 or 13, and Mathematics 10, or 13 or non-Alberta equivalent. NOTE: Grade 12 = 100 credits or more.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Business Computer Specialist	**CDI College of Business and Technology, Edmonton North** Edmonton (780) 478-7900 (Main)	650 Hours (26 Weeks)	Standard Admission- 1. Candidates must obtain a successful test result on an assessment test chosen by the school and approved by the Director of Private Institutions. 2. Candidates must meet ONE of the following criteria: a) Alberta High School Diploma with 50% or better in English 30 or 33, and Mathematics 30 or 33, or non-Alberta equivalent, or b) Successful completion of the General Equivalency Diploma (G.E.D.) with standard of 55% or better in English and Mathematics. MATURE ADMISSION- 1. Nineteen years of age, and out of school for one year. 2. Candidates must obtain a successful test result on an assessment test chosen by the school and approved by the Director of Private Institutions. 3. Candidates must meet ONE of the following criteria based on the program choice: a) COMPUTER RELATED TRAINING (CRT) - Fifty credits toward an Alberta High School Diploma with 50% or better in English 10 or 13, and Mathematics 20, or 23 or non-Alberta equivalent. b) BUSINESS RELATED TRAINING (BRT) - Thirty-three credits toward an Alberta High School Diploma with 50% or better in English 10 or 13, and Mathematics 10, or 13 or non-Alberta equivalent. NOTE: Grade 12 = 100 credits or more.
Business Computer Specialist	**CDI College of Business and Technology, Edmonton West** Edmonton (780) 481-7900 (Main)	650 Hours (26 Weeks)	Alberta high school diploma with 50% or better in English 30 or 33 and Mathematics 30 or 33, or non-Alberta equivalent, or successful completion of the General Equivalency Diploma (G.E.D.) with a standard of 55% or better in English or Mathematics.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Business Office Skills (with Thought Patterns)	**Academy of Learning, Airdrie** Airdrie (Main) (403) 912-3430	763 Hours (31 Weeks)	Standard Admission: Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission: Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Business Office Skills (with Thought Patterns)	**Academy of Learning, Edmonton Downtown** Edmonton (780) 424-1144 (Main)	763 Hours (31 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Business Office Skills (with Thought Patterns)	**Academy of Learning, Edmonton NW** Edmonton (Main) (780) 496-9428	763 Hours (31 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Business Office Skills (with Thought Patterns)	**Academy of Learning, High River** High River (Main) (403) 652-2116	763 Hours (31 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Business Office Skills (with Thought Patterns)	**Academy of Learning, Lethbridge** Lethbridge (Main) (403) 329-3244	763 Hours (31 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Business Office Skills with Thought Patterns	**Academy of Learning, Calgary N.W.** Calgary (Main) (403) 282-5166	763 Hours (31 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Business Office Skills with Thought Patterns	**Academy of Learning, Calgary South** Calgary (Main) (403) 252-8973	763 Hours (31 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Business Office Skills with Thought Patterns	**Academy of Learning, Edmonton South** Edmonton (780) 433-1717 (Main)	763 Hours (31 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Business Office Skills with Thought Patterns	**Academy of Learning, Medicine Hat** Medicine Hat (403) 526-5833 (Main)	763 Hours (31 Weeks/full-time) (62 Weeks/part-time)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Business Office Skills with Thought Patterns	**Academy of Learning, Red Deer** Red Deer (Main) (403) 347-6676	763 Hours (31 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Entrepreneurial Business Applications with Thought Patterns	**Academy of Learning, Calgary N.W.** Calgary (Main) (403) 282-5166	800 Hours (32 Weeks)	Standard Admission: Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission: Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Entrepreneurial Business Applications with Thought Patterns	**Academy of Learning, Calgary South** Calgary (Main) (403) 252-8973	800 Hours (32 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Entrepreneurial Business Applications with Thought Patterns	**Academy of Learning, Medicine Hat** Medicine Hat (403) 526-5833 (Main)	800 Hours (32 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Entrepreneurial Business Applications with Thought Patterns	**Academy of Learning, Red Deer** Red Deer (Main) (403) 347-6676	800 Hours (32 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Microcomputer Business Applications (with Thought Patterns)	**Academy of Learning, Airdrie** Airdrie (Main) (403) 912-3430	846 Hours (34 Weeks)	Standard Admission: Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission: Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Microcomputer Business Applications (with Thought Patterns)	**Academy of Learning, Calgary N.E.** Calgary (Main) (403) 569-8973	846 Hours (34 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Microcomputer Business Applications (with Thought Patterns)	**Academy of Learning, Edmonton Downtown** Edmonton (780) 424-1144 (Main)	846 Hours (34 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Microcomputer Business Applications (with Thought Patterns)	**Academy of Learning, Edmonton NW** Edmonton (Main) (780) 496-9428	846 Hours (34 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Microcomputer Business Applications (with Thought Patterns)	**Academy of Learning, High River** High River (Main) (403) 652-2116	846 Hours (34 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Microcomputer Business Applications (with Thought Patterns)	**Academy of Learning, Lethbridge** Lethbridge (Main) (403) 329-3244	846 Hours (34 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Microcomputer Business Applications with Thought Patterns	**Academy of Learning, Calgary N.W.** Calgary (Main) (403) 282-5166	846 Hours (34 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Microcomputer Business Applications with Thought Patterns	**Academy of Learning, Calgary South** Calgary (Main) (403) 252-8973	846 Hours (34 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Microcomputer Business Applications with Thought Patterns	**Academy of Learning, Edmonton South** Edmonton (780) 433-1717 (Main)	846 Hours (34 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Microcomputer Business Applications with Thought Patterns	**Academy of Learning, Medicine Hat** Medicine Hat (403) 526-5833 (Main)	846 Hours (34 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Microcomputer Business Applications with Thought Patterns	**Academy of Learning, Red Deer** Red Deer (Main) (403) 347-6676	846 Hours (34 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Microcomputer Business Applications, Advanced (with Thought Patterns)	**Academy of Learning, Edmonton Downtown** Edmonton (780) 424-1144 (Main)	990 Hours (40 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Microcomputer Business Applications, Advanced (with Thought Patterns)	**Academy of Learning, Edmonton NW** Edmonton (780) 496-9428 (Main)	990 Hours (40 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Microcomputer Business Applications, Advanced (with Thought Patterns)	**Academy of Learning, Lethbridge** Lethbridge (Main) (403) 329-3244	990 Hours (40 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.
Modern Office Professional	**Campbell College Ltd.** Edmonton (Main) (780) 448-1850	1445 Hours (40 Weeks)	Generally students are required to have a Grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to "mature student" criteria. Further information may be obtained by contacting the school.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Office Skills	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	8 Courses Certificate of Achievement	Grade 12 English or equivalent as well as keyboarding at 30 wpm net. Students with lower keyboarding speed must start with Keyboarding Basics, BCPT-201. Can progress to Office Assistant, Office Administration or Legal Assistant programs.
Office Technology	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: Grande Prairie Regional College Keyano College Lethbridge Community College Medicine Hat College Northern Alberta Institute of Technology Southern Alberta Institute of Technology	1 Year Certificate	50% in English 30 or 65% in English 33 -OR- mature student status.
Office Update 2000	**Tonder Training Centre, Bonnyville** Bonnyville (Main)	* 870 Hours (29 Weeks)	STANDARD ADMISSION- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in English 30 or 33, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Adult Learning). 3. Thirty-three credits toward an Alberta high school diploma verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Office Update 2000	**Tonder Training Centre, Cold Lake** Cold Lake (Main)	870 Hours (29 Weeks)	STANDARD ADMISSION- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in English 30 or 33, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Adult Learning). 3. Thirty-three credits toward an Alberta high school diploma verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.
Office Update 2000	**Tonder Training Centre, St. Paul** Toll Free 1-800-281-5568 St. Paul (Main) (780) 645-2155	870 Hours (29 Weeks)	STANDARD ADMISSION- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in English 30 or 33, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Adult Learning). 3. Thirty-three credits toward an Alberta high school diploma verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Support (Six Months or More)			
Secretary-Receptionist	**Reeves Business and Career College** Lloydminster (Main) (780) 875-3308	40 Weeks	Standard Admission: Students must meet ONE of the following criteria: 1.Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2.Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. Mature Admission: Students must meet ALL of the folowing criteria: 1.Eighteen years of age. 2.Out of school for one year. 3.Successful test result on an aptitude test chosen by the school and approved by the Director of Private Institutions. 4.Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.
Oil and Gas Office Support			
Oil and Gas Assistant	**Career College, The - Calgary** Calgary (Main) (403) 266-0966 Toll Free 1-800-332-1404	900 Hours (39 Weeks)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Oil and Gas Office Support			
Oil and Gas Assistant	**Career College, The - Edmonton** Edmonton (Main) (780) 424-6650 Toll Free 1-800-282-9917	900 Hours (39 Weeks)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.
Oil and Gas II	**Career College, The - Calgary** Calgary (Main) (403) 266-0966 Toll Free 1-800-332-1404	450 Hours (21 Weeks)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Oil and Gas Office Support			
Oil and Gas Terminology	**Career College, The - Calgary** Calgary (Main) (403) 266-0966 Toll Free 1-800-332-1404	300 Hours (15 Weeks)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.
Oil and Gas Terminology	**Career College, The - Edmonton** Edmonton (Main) (780) 424-6650 Toll Free 1-800-282-9917	300 Hours (15 Weeks)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Real Estate Office Support			
Real Estate Assistant	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	7 Courses Certificate of Achievement (maximum 5 years to complete)	None
School Office Support			
School Secretary Preparation Specialization in: -EPS Systems Delivery in: Classroom, Work experience	**Metro Community College** Edmonton (Main) (780) 428-1111 Toll Free 1-877-202-2003	245 Hours (7 Weeks) Certificate	High School Diploma, 1 yr. secretarial/business training or 2 yrs. office experience, 40 wpm keyboarding. Basic knowledge of computers.
Veterinary Office Support			
Veterinary Office Receptionist	**Trend College** Edmonton (Main) (780) 424-7400	780 Hours (39 Weeks)	Contact School.
Word Processing			
Microsoft Word Specialist	**Chinook College** Calgary (Main) (403) 777-7200	Certificate in Word Processing Applications (Upon completion of this 3 course certificate with appropriate work experience and practice, you will be prepared to write the Microsoft Office User Specialist (MOUS) Word Expert exam)	Seventeen (17) years of age or older and a Canadian citizen or landed immigrant.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Word Processing			
Word Processing	**Career College, The - Calgary** Calgary (Main) (403) 266-0966 Toll Free 1-800-332-1404	150 Hours (6 Weeks/full-time) OR (21 Weeks/part-time)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.
Word Processing	**Career College, The - Edmonton** Edmonton (Main) (780) 424-6650 Toll Free 1-800-282-9917	150 Hours (6 Weeks/full-time) OR (21 Weeks/part-time)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.

CLERICAL AND ADMINISTRATIVE SUPPORT

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Word Processing			
Word Processing Applications Distance: Both Distance and Non-Distance Delivery in: Home study or in-class instruction	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669	7 Courses Certificate (part-time)	None

COMMUNICATIONS, JOURNALISM AND RELATED STUDIES

Aboriginal Communications
- -Native Communications

Cinema, Radio and Television Arts
- -Broadcasting
- -Cinema, Television, Stage and Radio
- -Radio Broadcasting
- -Radio and Television

Communications and Writing
- -Bachelor of Applied Communications in Professional Writing
- -Communication Arts
- -Communications
- -Communications Studies
- -Communications University Transfer
- -Professional Writing

Desktop Publishing
- -Desktop Publishing
- -Desktop/Electronic Publishing and Graphics
- -Publishing

Events Management
- -Event Management
- -Events Management Certificate
- -Special Events Coordinator

Graphic Sign Arts
- -Graphic Sign Arts

Journalism
- -Journalism
- -Journalism University Transfer

Photography
- -Photographic Technology

Public Relations
- -Public Relations
- -Public Relations, Basic

Technical Illustration
- -CADD / Technical Illustrator

Technical Writing
- -Technical Writing

Visual Communications
- -Commercial Artist
- -Design Foundations
- -Graphic Communications
- -Visual Communications
- -Visual Communications Design

Writing
- -Writing and Publishing

COMMUNICATIONS, JOURNALISM AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Aboriginal Communications			
Native Communications	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	1 Year Certificate	Standard admission. Good work history and a serious desire to work in the area of Native communications. Mature student status considered. No intake for Fall '2001.
Cinema, Radio and Television Arts			
Broadcasting	**Mount Royal College** Calgary (Main) (403) 240-0148 Transfers to: University of Calgary	2 Year Diploma	Standard admission. Keyboarding skills, portfolio, departmental testing and interview required.
Cinema, Television, Stage and Radio Specialization in: -Broadcast News -Television -Film/Video -Radio Delivery in: E-learning for Broadcast News and Radio majors	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: Athabasca University University of Calgary	2 Year Diploma (Includes 4th semester practicum)	Alberta High School Diploma or equivalent with at least 60% in English 30 or 33. For upgrading options, please see our Pre-Careers program. Qualified applicants must submit a resume and a research paper on a designated topic. Only those considered to have the best fit with the program will be interviewed for admission. Should the program be oversubscribed, additional selection criteria will be used. In 2000, 92% of our graduates in the broadcast news option were employed within 6 to 9 months and their starting salary range was $18,000 to $31,200 per year. In 2000, 91% of our graduates in the film and video option were employed within 6 to 9 months and their starting salary range was 12,000 to $38,200 per year. In 2000, 100% of our graduates in the radio option were employed within 6 to 9 months and their starting salary range was $15,600 to $35,000 per year. In 2000, 100% of our graduates in the television option were employed within 6 to 9 months and their starting salary range was $16,800 to $36,000 per year.

COMMUNICATIONS, JOURNALISM AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Cinema, Radio and Television Arts			
Radio Broadcasting	**Canadian School of Modern Broadcasting** Edmonton (Main) (780) 429-1601	716 Hours (17 Weeks)	Standard Admission- Students must meet all of the following requirements: 1. Eighteen years of age or older. 2. Alberta high school diploma, verified by a transcript, with 60% or better in English 30 or 33, or non-Alberta equivalent. 3. Have the approval of the Program Coordinator after undergoing a personal interview. Mature Admission- Note: No more than 30% of any class can be admitted under the Mature Admission criteria. Students must meet all of the following requirements: 1. Out of school for two years. 2. Fifty credits toward an Alberta high school diploma, verified by a transcript, with 60% or better in English 10 or 13, or non-Alberta equivalent. 3. Have the approval of the Program Coordinator after undergoing a personal interview.
Radio and Television Specialization in: - Radio - Television	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	2 Year Diploma	An Alberta High School Diploma or equivalent with 60% in English 30 or 33, plus 50% in a Grade 11 level Math, Science, and Social Studies. A career investigation report is required. Normal colour visioin and hearing are required. Students admitted in 2000-2001 had: 72% minimum mark in English 30, with a minimum combined average of 74% in English 30 and a Grade 12 level Math, Science and Social Studies for the Radio Program. (for Television English average was 74% and overall was 77%). This program was oversubscribed in the 2000-2001 term. This program available through Continuing Education.

COMMUNICATIONS, JOURNALISM AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Communications and Writing			
Bachelor of Applied Communications in Professional Writing	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	4 Years, 2 Year Diploma Exit or 4 Year Applied Degree	Regular Admission - English 30, 30 level Language (other than English) OR Math 30/Pure Math 30 or 1 Group A, B, or C course, Group A or B course, Group C course, Group A or C course (or B if a Group B subject is not used above.) with min 65% and no subject grade less than 50%. Mature Admission - 21 years of age or older. English 30 with min 65% OR Equivalent. Professional Profile - submit with three writing samples of between 250 to 500 words each. One must be fiction or Poetry. Min grade of 65% is required. Aptitude & Proficiency Test - written test with a min of 65%.
Communication Arts Specialization in: - Advertising/Public Relations - Broadcast Journalism (Radio and TV) - Print Journalism Distance: Both Distance and Non-Distance	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103 Transfers to: Athabasca University University of Calgary University of Great Falls University of Lethbridge, The	2 Years Diploma	High school diploma or equivalent with minimum 60% in English 30 or 70% in English 33 or equivalent and a minimum of 60% in Social Studies 30 or equivalent. Also required to achieve a minimum 60th percentile in Reading and Sentence Skills of Computerized Placement Test or equivalent. Interview & 500 word composition paper required. Voice suitability for Broadcast applicants. All program assignments must be typed, lack of keyboarding skills could inhibit achievement.
Communications Specialization in: - Journalism - Public Relations - Technical Writing - Electronic Publishing	**Mount Royal College** Calgary (Main) (403) 240-0148	* 4 Year Baccalaureate Applied Degree	Standard applied degree admission with English 30 and Social Studies 30, for Journalism and Public Relations; English 30 and Math 30 or 31 or Physics 30 or Chemistry 30 or Biology 30 or Science 30, for Technical Writing; English 30 and Pure or Applied Math 30, for Electronic Publishing; departmental testing and interview required.

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*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

COMMUNICATIONS, JOURNALISM AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Communications and Writing			
Communications Studies Distance: Yes Delivery in: Various distance delivery and on-line modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	2 Years 120 credits Bachelor of Professional Arts	Student must hold a recognized two- or three-year diploma in a related field from a college or technical institute. A maximum of 60 credits may be awarded towards the admission requirements for this program. A maximum of 30 PLAR credits may be awarded towards the remaining credits in the program.
Communications Studies	**University of Calgary** Calgary (Main) (403) 220-6645	* 4 Years B.A.; 5 Years B.A. (Co-op) General Studies (M.A. or M.C.S.)	Standard admission with Math 30 or 31. French 30, 30S, 30N, Francais 30 or French language Arts 30 strongly recommended.
Communications University Transfer	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: University of Calgary	Varies up to one year	Minimum average of 60% with no mark below 50% in: English 30, Math 30 (or Pure Math 30) or a 30-level language other than English and three other approved 30-level subjects (Social Studies 30 recommended) -OR- mature student status -OR- successful completion of one year of a diploma program and Chairperson approval.
Professional Writing	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	9 Courses Certificate of Achievement	None
Desktop Publishing			
Desktop Publishing	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669	140 Hours Certificate (part-time)	18 year of age or older, Introduction to Computers, Intermediate Microsoft Word or equivalent experience.

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COMMUNICATIONS, JOURNALISM AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Desktop Publishing			
Desktop Publishing	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	7 Courses Certificate of Achievement (beginning with PUBL-206)	Demonstrated proficiency in computer use or successful completion of COMP-205 (Mac)(Formerly Getting Started COMP-203) or COMP-200 (Windows)(Formerly Getting Started COMP-204). Challenge exams may be taken at any time.
Desktop/Electronic Publishing and Graphics	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	12 Course Certificate	This certificate is intended for clerical and administrative support staff. We are an Adobe Certified Training Provider. www.nait.ab.ca/coned
Publishing Specialization in: - Layout and Design - QuarkXpress - Illustrator - Photoshop - Software integration	**Mount Royal College** Continuing Education (403) 240-6875	6 Courses Certificate	18 years of age or older.
Events Management			
Event Management Specialization in: - Event planning - Logistics - Risk Management - Production - Marketing	**Mount Royal College** Continuing Education (403) 240-6875	6 Course Certificate	18 years of age or older.
Events Management Certificate	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669	32 Weeks (4 weeks Practicum)	50% or better in English 20/33, 50% or better in Grade 10 level Math, Grade 12 or a GED. An Admission entrance Exam if the above are not available.
Special Events Coordinator	**Metro Community College** Edmonton (Main) (780) 428-1111 Toll Free 1-877-202-2003	28 Weeks Certificate	Completed high school diploma or mature student (minimum 20 years old) with the following: English 30 or 33, Math 10, 13 or 14 and tourism work experience.

COMMUNICATIONS, JOURNALISM AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Graphic Sign Arts			
Graphic Sign Arts	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	1 Year Certificate	Grade 11 including English, Art or Drafting, or related experience. Computer experience would be an asset. A career investigation report is required along with a clear statement of professional objectives and goals. Normal colour vision is required.
Journalism			
Journalism	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622 Transfers to: Athabasca University University of Alberta University of Calgary	2 Years Diploma	High school diploma or equivalent with a grade of 65% or better in English 30and Social 30 and Math 33 with a minimum 0f 50%. Completion of the Journalism Aptitude and Proficiency Test and a 400 word report based on interviews with two working journalists. Mature student status is available to those at least 18 years of age and out of high school for one or more years.
Journalism Specialization in: -Photojournalism -Print Media Writing Delivery in: All first-year Journalism and second-year Print Media students must participate in e-learning, a package of services that includes the use of a Pentium laptop computer, a suite of software application, full Internet access, training and technical support.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: Athabasca University University of Calgary	2 Year Diploma	Alberta High School Diploma or equivalent with at least 50% in English 30 or 33. For upgrading options, please see our Pre-Careers program. In 2000, 92% of our photojournalism and 95% of our print media graduates were employed within 6 to 9 months. The starting salary range was $17,700 to $36,000 per year for photojournalism graduates and $14,400 to $27,000 for print media graduates.

COMMUNICATIONS, JOURNALISM AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Journalism			
Journalism University Transfer	**King's University College, The** Edmonton (Main) (780) 465-8334 Toll Free 1-800-661-8582	Varies up to 2 years	Five appropriate Grade 12 subjects including English 30, Math 30 with an overall average of at least 60%, no single mark below 50%. Mature Student-Minimum 21 years of age and English 30 with a minimum 60%. High school record and a letter of recommendation required; and/or college entrance examination scores. English Supplemental Test administered to some. See the Online Alberta Transfer Guide for individual course transfer. Check specific university calendars for faculty/program requirements.
Journalism University Transfer	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819 Transfers to: University of Regina	1 or 2 Years	High school diploma with an overall average of at least 60% in English 30, plus one of Math 30, French 30 or 31; or German 30 or 31; and any three of the following: Social Studies 30, Math 30 or 31, a second language 30 or 31, Biology 30, or other approved 30-level subject. A second language is highly recommended (French 30 preferred).
Journalism University Transfer	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700 Transfers to: University of Regina	Completion of a minimum of 20 semester courses.	Standard admission. Biology 30, Chemistry 30, Math 30 or Pure Math 30 (or Applied Math 30 and at least 75% standing in U. of Athabasca's Math 101), Math 31 and/or Physics 30 may be required or recommended.

COMMUNICATIONS, JOURNALISM AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Photography			
Photographic Technology	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	2 Years Diploma	High School Diploma with a minimum combination average of 68% in English 30 or 33, Mathematics 30 or 33. Media-related courses MAY be taken into consideration. Because of the nature of the work, photographers utilize many dimensions of photography, art, science, communications and human relations. Students are therefore encouraged to take high school subjects such as art and design, physics or chemistry, communications and psychology, as well as computer courses. The basic prerequisites noted above are the minimum requirements for entry into the Photographic Technology program. Admission is competitive, based on high school marks, qualifications over and above the minimum prerequisites, work experience (if any), and evidence of the applicant's familiarity with the career field, as demonstrated in a career investigation report.
Public Relations			
Public Relations	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	1 Year Diploma	This program is open to applicants who have completed a minimum of 30 post-secondary credits, including satisfactory completion of a post-secondary English. Career Investigation report & Resume. English Entrance exam completed with a min grade of C (70%)
Public Relations, Basic Specialization in: - Writing - Planning and Organizating Events - Program Design	**Mount Royal College** Continuing Education (403) 240-6875	4 Courses Certificate	18 years of age or older.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Technical Illustration			
CADD / Technical Illustrator	**Medicine Hat College** Medicine Hat (403) 529-3819 (Main)	1 Year Certificate, 2 Years Diploma	High school diploma with at least 50% in English 30/33, Math 30/ 33 and credit standing in a Grade 12 science, preferably Physics 30. Students who have successfully completed the first year of the CADD program at MHC or equivalent program elsewhere may enroll in the 2nd year of the Technical Illustrator program.
Technical Writing			
Technical Writing Specialization in: - Reports, proposals and computer manuals - Training manuals - Documentation standards - Content management - Print production - Editing technical documents - Indexing - Online documentation	**Mount Royal College** Continuing Education (403) 240-6875	5 Course Certificate of Completion	18 years of age or older, grade 12 level English and word processing skills.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Visual Communications			
Commercial Artist	**Applied Multimedia Training Centres** Calgary (Main) (403) 571-4700 Toll Free 1-800-717-4112	1125 Hours (48 Weeks)	Standard Admission- Students must meet ONE of the following criteria. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR Successful completion of the General Equivalency Diploma (G.E.D) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions branch. 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. In addition to the above, the following applies: A prospective student will be required to complete a formal interview at AMTC campus. This will be conducted by an admissions personnel who will provide all the necessary course information, outline and answer specific questions. A prospective student who wishes to pursue studies at AMTC will be required to submit an application on the appropriate forms together with an application fee and sign the Enrolment Application & Contract of Tuition. All application forms and contracts are signed by the student and a representative of AMTC at the time the application is made. Applicants are required to submit a full portfolio to be considered for acceptance in this program.

COMMUNICATIONS, JOURNALISM AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Visual Communications			
Design Foundations	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	1 Year Certificate	Standard admission. Portfolio required.
Graphic Communications	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	1 Year Certificate	Grade 11 including English, plus 60 % in Math 20 or 23. Student selection is competitive and is based on criteria that may include academic achievement beyond the minimum prerequisite identified in in the NAIT calendar. Minimum academic achievement for competitive selection in 2000/2001 was 70% in English 30/33 and a minimum combined average of 65% in English 30/33 and Applied Math 23. Art, drafting or photography and/or computer experience and aptitude will be considered an asset. Possession of creativity in solving graphic problems is an absolute essential. Students are also expected to have, or to acquire over the duration of the program, a minimum keyboarding speed of 50 w.p.m. Applications must be accompanied by a clear statement of professional goals and objectives supported by a detailed career investigation report. Part of this program is available through Continuing Education.

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Visual Communications			
Visual Communications Specialization in: Applied degree: 3 year diploma with graphic design major or digital media design major	**Medicine Hat College** Medicine Hat (403) 529-3819 (Main)	* 4 Years Bachelor of Applied Visual Communications Degree; 3 Years Visual Communications Diploma, Graphic Design Major; 3 Years Visual Communications Diploma, Digital Medial Design Major; 1 Year Post-Diploma Visual Communications Certificate; 1 Year Post-Degree Visual Communications Certificate	Applied Degree or Diploma: English 30/33 and an art portfolio. Post Diploma or Post-Degree: applicants must submit post-secondary transcripts and portfoliio, must have a diploma or degree in fine arts, design or related field.
Visual Communications Specialization in: In the Art and Design Program	**University of Alberta** Edmonton (780) 492-3113 (Main)	4 Years B.F.A.	Standard admission with English 30 and four of Social Studies 30, a 30-level language other than English, one of Biology 30, Chemistry 30, Physics 30, Mathematics 30 or Pure Mathematics 30 or Math 31, and an approved Grade 12 Fine Arts subject. Portfolio required by May 1. Assessment may include an interview.
Visual Communications Design Specialization in: Illustration and Computer Graphic Design for careers in Art Direction and Advertising. Delivery in: Studio art practice and classroom lectures.	**Alberta College of Art and Design** Calgary (Main) (403) 284-7617 Toll Free 1-800-251-8290	4 Years Diploma in Visual Arts or BDes Degree	Foundation/First Year at the Alberta College of Art & Design, or equivalent previous post-secondary fine arts education. Art portfolio required from all applicants. Contact the College at: <admissions@acad.ab.ca> for details regarding transfer credit and art portfolio guidelines.

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ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Visual Communications			
Visual Communications Design Specialization in: - Design and Digital Media - Design and Illustration - Design and Visual Presentation	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	2 Years Diploma	Standard admission. Portfolio required. Interview may be required. Successful completion of the two year Diploma enables students to complete the University of Lethbridge's BFA (Art) within three semesters (15 courses).
Writing			
Writing and Publishing Specialization in: - Creative Non-Fiction and Cultural Journalism Program - Writing Studio - Writing with Style - Wired Writing Delivery in: 2 weeks on site/ 20 weeks on-line delivery [for Wired for Writing Studio]	**Banff Centre, The** Banff (Main) (403) 762-6180 Toll Free 1-800-565-9989	Varies [5 Days to Several Months]	Contact institution for further information.

COMPUTER AND INFORMATION TECHNOLOGY

Computer Engineering Technology
- -Computer Engineering Technology

Computer Science
- -Computer/Computing Science
- -Computer/Computing Science University Transfer
- -Computer/E-Management Information Systems
- -Computing & Information Systems (Bachelor of Science)
- -Computing Science
- -Computing Science University Transfer

Computer Service Technician
- -A+ Certification Preparation
- -Computer Hardware and Maintenance
- -Computer Service Professional
- -Computer Technician
- -Computer Technician Training
- -Electronics Technician: PC Service
- -Hardware/Software Support
- -Information Technologies Specialist
- -Information Technologies Technician
- -Information Technology Technician
- -P.C. Support Specialist (with Thought Patterns)
- -P.C. Support Specialist with Thought Patterns
- -PC Support Servicing
- -Systems Support Technology

Computer Systems Analyst
- -Applied Information Systems Technology, Bachelor of
- -Bachelor of Applied Information Systems Technology
- -Computer Information Systems
- -Computer Programmer
- -Computer Science
- -Computer Systems Analyst
- -Computer Systems Anaylst
- -Computer Systems Technology
- -Help Desk/ Software Support
- -Information Systems
- -Information Technology
- -Linux
- -Micro Computer Systems Specialist
- -Object Oriented Software Technology Diploma (OOST)
- -Object Oriented System and Design Analysis
- -Object-Oriented Programming
- -PC Support Software and Operating Systems
- -Software Developer

Computer Systems Security Analyst
- -Information Systems Security
- -System Security

Computer Systems and Electronics Technology
- -Computer Control Technology
- -Computer Systems Technology
- -Computer Technology

COMPUTER AND INFORMATION TECHNOLOGY

Computer Systems and Electronics Technology (continued)

-Computerized Control Systems
-Electronics and Computer Technology

Computer Systems, Vendor/Product Certification

-Microsoft Certified Systems Engineer (MCSE)
-Microsoft Certified Systems Engineer (MCSE) & A+ Technician
-Microsoft Certified Systems Engineer + Internet
-Microsoft Certified Systems Engineering Technology/A+
-Microsoft Certified Systems Expert, A+
-SAP Certified Consultant
-UNIX (Linux) Systems Administrator
-Windows 2000 MCSE, CNA and A+

Database Administration

-DataBase Administrator
-Database Administrator
-Database Programming and Management
-Oracle 8: Database Administrator
-Oracle Database Administrator
-Programming & Databases

Information Technology Management

-Business Operations
-Certified Advanced Technology Manager
-Computer Information Technology
-Computer/Computing Science
-Computing and Information Systems
-Information Management for eBusiness
-Information Systems
-Information Technology Management
-Information Technology Professional
-Information Technology Professional Program
-Information Technology and Systems Management
-Management Information Systems
-Microcomputer Information Management
-Software Management

Network Administration

-Cisco Certified Network Professional (CCNP)
-Computer Network Administrator
-Network Administrator
-Network Analyst Certificate
-Network Systems & Web Administration

Network Engineering Technology

-Network Engineering Technology

Network Technician

-Certified NetWare Expert (CNE 5)
-Certified Netware Expert (CNE 5)
-Certified Network Professional
-Cisco Networking
-Computer Network Technician
-Computer Networking

COMPUTER AND INFORMATION TECHNOLOGY

Network Technician (continued)

-Data Network Design
-Information Technology Certificates
-Internet Administrator
-Lan/Help Desk Technician
-Local Area Network (LAN)
-Microsoft Windows 2000 & Network Support
-Netcert +
-Netcert Plus
-Network & Internet Support Specialist (with Microsoft Specialty)
-Network & Internet System Specialist
-Network Infrastructure Engineering Technology
-Network Specialist (Site Builder)
-Network Specialist Professional
-Network Support Specialist
-Network Technician
-Networking Technology
-PC Support Network Administrator
-Unix Networking

Web E-Commerce Specialist

-Business Enterprise Developer
-CIW Master Designer Plus
-Certified E-Commerce Solutions Developer
-E-Business Developer
-E-Business Professional
-E-Commerce Solutions Developer
-E-business
-Internet Business and Technology Consultant
-Internet Consultant
-Programmer Analyst / Internet Solution Developer

Web and Multimedia Development

-Internet Media Developer
-Internet Programmer Developer
-Internet/World Wide Web
-Multimedia Developer
-Multimedia Production
-Multimedia Production Specialist
-Multimedia Web Developer Certificate
-Professional Site Manager
-Web Builder
-Web Developer
-Web Site Development

Web and Multimedia Digital Design

-Banff New Media Institute
-Computer Graphics and Web Media
-Digital Animation
-Digital Arts & Media
-E-Media and Design
-Internet Site Designer
-Microcomputer Office and Web Design
-Multimedia

COMPUTER AND INFORMATION TECHNOLOGY

Web and Multimedia Digital Design (continued)

- -Multimedia Design & Communications
- -Multimedia Developer for the Internet
- -New Media Production & Design
- -WEB Designer
- -WEB Developer
- -Web Design

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Engineering Technology			
Computer Engineering Technology	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	* 2 Year Diploma	High school diploma or equivalent, including Math 30 or a minimum of 60% in Math 33, English 30 or 33, and one of: Science 30, Physics 30 or Chemistry 30. Preference given to those with Physics 30 and Math 31. Normal color vision is required. Students admitted into the 1999-2000 academic year typically had a minimum combined average of 65% in English 30 or 33, Math 30 or 33 and a Grade 12 Science. Priority will be given to students entering with Pure Math 30. Applicants presenting Applied Math 30 will be assessed and upgrading may be required.
Computer Engineering Technology Distance: Both Distance and Non-Distance Delivery in: Students unable to attend SAIT full-time for two years may wish to consider a creative learning approach called Networked Learning. This allows students to take first and second semester courses at a distance, either through self-paced courses at any time depending on your schedule or through a paced delivery model where you will start your courses in September or January and complete them in December or April respectively. Please refer to the Networked Learning section of SAIT's calendar. All program students are required to participate in e-learning, which is a package of services that includes the use of a Pentium laptop computer, a suite of software application, full Internet access, training and technical support.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	2 Year Diploma	Alberta High School Diploma or equivalent with at least 50% in Pure Math 30 or Applied Math 30 (33), and English 30 or 33. For upgrading options, please see our Pre-Careers program. Students can also be accepted into the program's second semester after successfully completing SAIT's Allied Technology Studies program. All applicants meeting the minimum requirements must complete SAIT's Math and English placement tests to give them priority in the selection process. In 2000, 96% of our graduates were employed within 6 to 9 months. The starting salary range was $23,600 to $49,200 per year.

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Science			
Computer/Computing Science Specialization in: - General stream - Practicum stream	**Augustana University College** Camrose (Main) (780) 679-1100 Toll Free 1-800-661-8714	* 3 Years B.A. or B.Sc. (General); 4 Years B.Sc. (Special); Up to 4 Years for a Computing Science Minor in association with a different Concentration (General Degree) or Major (Special Degree)	Standard admission with Mathematics 30.
Computer/Computing Science	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	2 years at Grant MacEwan College-2 years at the University of Alberta	English 30, Math 30, two of Math 31, Physics 30, Chem 30, or Biology 30, and one other approved 30 level subject. Minimum average of 65%. Note for computing specialization possession of the minimum average (65%) does not guarantee admission into the program. Admission is competative and granted on the basis of academic standing. NOTE: Mature applicants may be required to write an English Skills Appraisal test. Applicants whose record includes one previous academic probation or requirement to withdraw from any post-secondary program or institution will be considered for admission. Those accepted will be placed on Academic Probation.

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COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Science			
Computer/Computing Science Specialization in: - Computing Science (Business Applications, Computer Design, Scientific Computing, Software Design) - Computer Engineering	**University of Alberta** Edmonton (Main) (780) 492-3113	* 4 Years B.Sc. B.Sc. (Honors) B.Sc. (Specialization) B.Sc. (Specialization-Business Minor) B.Sc. (Specialization-Software Quality Option) B.Sc. (Specialization Stream in Bioinformatics) (M.Sc., Ph.D.)	One year B.Sc. program. (English 30 and Math 30 or Pure Math 30 required; Math 31 and Physics 30 recommended.) For Honors: GPA of 6.5 in first year of program. For Specialization (Business Minor) GPA of 6.0 in first year of program. Industrial internship available.
Computer/Computing Science	**University of Calgary** Calgary (Main) (403) 220-6645	* 4 Years B.A. or B.Sc.; 5 Years B.A. or B.Sc. (Internship); (M.Sc., Ph.D.)	Standard admission with Math 30. Math 31 recommended.
Computer/Computing Science	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	* 2 Years Post-Diploma B.Sc.; 4 Years B.Sc., BASc.; 5 Years B.Sc./B.Mgt.; (M.Sc.)	Standard admission. Math 30 or Pure Math 30 (or Applied Math 30 and at least 75% standing in U. of Athabasca's Math 101) required. An approved diploma in Computer Systems or Information Technology for post-diploma admission.
Computer/Computing Science University Transfer	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772 Transfers to: University of Alberta University of Lethbridge, The	Varies - up to 2 Years	Standard admission with a minimum of 60% in English 30, Pure Math 30, Math 31, Physics 30, and one other course from Humanities, Fine Arts or Sciences.
Computer/Computing Science University Transfer	**Mount Royal College** Calgary (Main) (403) 240-0148 Transfers to: University of Calgary	2 Year University Transfer	Standard university transfer admission with English 30 and Pure Math 30. Preference given to highest grades.

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Science			
Computer/E-Management Information Systems Distance: Yes Delivery in: Various distant deliverly and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	4 Years 120 credits Bachelor of Science in Computing and Information Systems	Anyone 18 years of age or older can apply regardless of previous academic achievement. Athabasca University will not grant transfer credit for individual computer science courses that were completed more than five years ago unless students can supply evidence of employment indicating they are current in the computer science-related field/profession.
Computing & Information Systems (Bachelor of Science) Delivery in: Final year via distance delivery from Athabasca University.	**Grande Prairie Regional College** Athabasca University	Collaborative Degree; 3 Years with GPRC, 1 Year distance delivery from Athabasca University.	The B.Sc.CIS is a fully accredited four-year bachelor degree, with three years completed on site at GPRC and the fourth year completed via distance delivery through Athabasca University. Students should refer to the Athabasca University Calendar for full program articulation, degree guidelines, and requirements.
Computing Science	**King's University College, The** Edmonton (Main) (780) 465-8334 Toll Free 1-800-661-8582	4-year B.Sc.	Five appropriate Grade 12 subjects including English 30 with an overall average of at least 60%, no single mark below 50%. Mature student status - minimum 21 years of age and English 30 with a minimum 60%. High school record and one letter of recommendation required; and/or college entrance examination scores. English Supplemental test administered to some.
Computing Science University Transfer	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: University of Alberta University of Calgary University of Lethbridge, The	Varies up to one year	Minimum average of 60% with no mark below 50% in: English 30, Math 30 (or Pure Math 30), and three other approved 30-level subjects (Biology 30 or Chemistry 30, Physics 30 and Math 31 recommended) -OR- mature student status.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Service Technician			
A+ Certification Preparation	**Bow Valley College** Continuing Education (403) 410-4100	2 Months (Part-time Certificate)	None
Computer Hardware and Maintenance	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	3 Courses Certificate of Achievement	None
Computer Service Professional	**Alberta Career Computer Center Inc.** Edmonton (Main) (780) 488-1270	490 Hours (19 Weeks)	Standard Admission- Students must meet ONE of the following criteria. 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on aptitude test chosen by the school and approved by the Director of Private Institutions, Alberta Learning. 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent.
Computer Technician	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669	32 Weeks Certificate (with 5 weeks work experience)	High school graduation with a minimum of Math 30/33, Applied Math 10 or Pure Math 10 and English 33 or equivalent. Applicants must also complete a Bow Valley College assessment or a GED.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Service Technician			
Computer Technician	**Business Career College, The** Grande Prairie (Main) Toll Free 1-877-532-5999	1200 Hours (43 Weeks)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Computer Technician Specialization in: Classroom	**Northern Lakes College** Slave Lake	43 Weeks Certificate (plus a 12 week practicum)	Minimum 17 years of age at the start of the program. Have a basic knowledge of computers, word processing and DOS, have credit in English 33 or an equivalent and Math 23 or an equivalent. Mature students who do not meet the requirements may be considered if they can achieve a Grade 12 level in reading and writing on an entrance exam.
Computer Technician Training	**Anderson Career Training Institute** Edmonton (Main) (780) 944-0909 Toll Free 1-877-344-3170	555 Hours (18 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on aptitude test chosen by the school and approved by the Director of Private Institutions, Alberta Learning. 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Service Technician			
Electronics Technician: PC Service	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103 Transfers to: Southern Alberta Institute of Technology	Certificate in Electronics Technician - PC Service Speciality	High school diploma or equivalent. Alternate Admission with computerized testing to assess reading and mathematics abilities. Color vision testing recommended.
Hardware/Software Support	**HCC Computer Training Center & Computer Career College** Spruce Grove (Main) (780) 960-9499	650 Hours (21 Weeks)	Standard Admission- Students must meet ONE of the following criteria. 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions branch. 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent.
Information Technologies Specialist	**Columbia College** Calgary (Main) (403) 235-9300 Toll Free 1-888-235-9370	480 Hours (25 Weeks/full-time) or (50 Weeks/part-time)	Generally, students taking vocational programs are required to have a Grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Service Technician			
Information Technologies Technician	**Columbia College** Calgary (Main) (403) 235-9300 Toll Free 1-888-235-9370	480 Hours (24 Weeks/full-time) or (48 Weeks/part-time)	Standard Admission: Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 60% or better in a Grade 12 English and a Grade 12 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 60 or better in English and Mathematics. Mature Admission: Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent.
Information Technology Technician	**Career College, The - Calgary** Calgary (Main) (403) 266-0966 Toll Free 1-800-332-1404	560 Hours (28 Weeks)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Service Technician			
Information Technology Technician	**Career College, The - Edmonton** Edmonton (Main) (780) 424-6650 Toll Free 1-800-282-9917	560 Hours (28 Weeks)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Service Technician			
P.C. Support Specialist (with Thought Patterns)	**Academy of Learning, Airdrie** Airdrie (Main) (403) 912-3430	1020 Hours (41 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English and a Grade 10 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. And ALL of the following criteria: 1. Successful interview with school administration. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a Grade 10 English and a Grade 10 Mathematics, or non-Alberta equivalent. 4. Successful interview with school administration.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Service Technician			
P.C. Support Specialist (with Thought Patterns)	**Academy of Learning, Calgary N.E.** Calgary (Main) (403) 569-8973	1020 Hours (41 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English and a Grade 10 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. And ALL of the following criteria: 1. Successful interview with school administration. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a Grade 10 English and a Grade 10 Mathematics, or non-Alberta equivalent. 4. Successful interview with school administration.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Service Technician			
P.C. Support Specialist (with Thought Patterns)	**Academy of Learning, Edmonton Downtown** Edmonton (780) 424-1144 (Main)	1020 Hours (41 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English and a Grade 10 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. And ALL of the following criteria: 1. Successful interview with school administration. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a Grade 10 English and a Grade 10 Mathematics, or non-Alberta equivalent. 4. Successful interview with school administration.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Service Technician			
P.C. Support Specialist (with Thought Patterns)	**Academy of Learning, Edmonton NW** Edmonton (780) 496-9428 (Main)	1020 Hours (41 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English and a Grade 10 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. And ALL of the following criteria: 1. Successful interview with school administration. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a Grade 10 English and a Grade 10 Mathematics, or non-Alberta equivalent. 4. Successful interview with school administration.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Service Technician			
P.C. Support Specialist (with Thought Patterns)	**Academy of Learning, High River** High River (403) 652-2116 (Main)	1020 Hours (41 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English and a Grade 10 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. And ALL of the following criteria: 1. Successful interview with school administration. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a Grade 10 English and a Grade 10 Mathematics, or non-Alberta equivalent. 4. Successful interview with school administration.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Service Technician			
P.C. Support Specialist with Thought Patterns	**Academy of Learning, Calgary N.W.** Calgary (Main) (403) 282-5166	1020 Hours (41 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English and a Grade 10 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. And ALL of the following criteria: 1. Successful interview with school administration. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a Grade 10 English and a Grade 10 Mathematics, or non-Alberta equivalent. 4. Successful interview with school administration.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Service Technician			
P.C. Support Specialist with Thought Patterns	**Academy of Learning, Calgary South** Calgary (Main) (403) 252-8973	1020 Hours (41 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English and a Grade 10 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. And ALL of the following criteria: 1. Successful interview with school administration. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a Grade 10 English and a Grade 10 Mathematics, or non-Alberta equivalent. 4. Successful interview with school administration.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Service Technician			
P.C. Support Specialist with Thought Patterns	**Academy of Learning, Edmonton South** Edmonton (780) 433-1717 (Main)	1020 Hours (41 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English and a Grade 10 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. And ALL of the following criteria: 1. Successful interview with school administration. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a Grade 10 English and a Grade 10 Mathematics, or non-Alberta equivalent. 4. Successful interview with school administration.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Service Technician			
P.C. Support Specialist with Thought Patterns	**Academy of Learning, Medicine Hat** Medicine Hat (403) 526-5833 (Main)	1020 Hours (41 Weeks/full-time) (82 Weeks/part-time)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English and a Grade 10 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. And ALL of the following criteria: 1. Successful interview with school administration. Mature Admission- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a Grade 10 English and a Grade 10 Mathematics, or non-Alberta equivalent. 4. Successful interview with school administration.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Service Technician			
P.C. Support Specialist with Thought Patterns	**Academy of Learning, Red Deer** Red Deer (Main) (403) 347-6676	1020 Hours (41 Weeks)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English and a Grade 10 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. And ALL of the following criteria: 1. Successful interview with school administration. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a Grade 10 English and a Grade 10 Mathematics, or non-Alberta equivalent. 4. Successful interview with school administration.
PC Support Servicing	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	13 Course Certificate	This certificate is intended for systems support personnel, technicians, engineers, small business, microcomputer sales, , information center staff, microcomputer site administrators. As stated per course in calendar. www.nait.ab.ca/coned

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Service Technician			
Systems Support Technology	**Alberta Career Computer Center Inc.** Edmonton (780) 488-1270 (Main)	1105 Hours (42 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 and Mathematics 10, or any Grade 11 Mathematics, or non-Alberta equivalent.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Systems Analyst			
Applied Information Systems Technology, Bachelor of Specialization in: -Distributed Automation and Control Systems -Information Systems Development -Network Management -Software Engineering	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	2 Year Applied Degree (Part-time study options)	To qualify applicants must have one of the listed two-year SAIT diplomas, or a relevant equivalent (contact the department for equivalent credits from other institutions): Distributed Automation and Control Systems, Electronics Engineering Technology or Industrial Instrumentation Technology diploma, Information Systems Development, Computer Technology diploma, Network Management, Network Engineering Technology or Computer Engineering Technology diploma, Software Engineering, Computer Control Technology or Computer Technology diploma. Applicants must meet SAIT?s English requirements of a TOEFL score of 580 (paper-based) or 237 (computer-based). This is equivalent to English 30. In addition, students will be selected on a competitive basis, using such criteria as related work experience and academic achievement beyond the minimum standard to achieve a diploma. In 2000, 100% of our graduates were employed within 6 to 9 months. Their starting salary range was $36,000 to $110,000 per year.

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*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Systems Analyst			
Bachelor of Applied Information Systems Technology Specialization in: - Information Systems Development Major - Network Management Major	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	* 4 Years Applied Degree (First 2 years diploma included)	A two year diploma in Computer related Technologies and/or Computer Engineering Technology is required. Program is also available through Continuing Education. This diploma comprises the first two years of the Degree. Opportunity for bridging from other diploma programs are available. Students choose one of two majors, either Information Systems Development or Network Management. Information Systems Developed Major students must have prior knowledge or Visual Basic, SQL and HTML. We also recommend C++, Microsoft ACCESS, data modeling and process modeling. Network Management Major students must have prior knowledge of computer repair and maintenance, network cabling and hardware, communications protocal and network operating systems.
Computer Information Systems	**DeVry Institute of Technology-Calgary** Calgary (Main) (403) 235-5400 Toll Free 1-800-363-5558 EXT 3161	4 Years Bachelor of Technology Degree	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Computer Information Systems Specialization in: - LAN Networking Certificate - Data Base Administration Certificate - Programming Certificate - Software Development Diploma - Hardware/Networking Diploma	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408 Transfers to: Athabasca University Northern Alberta Institute of Technology Southern Alberta Institute of Technology University of Lethbridge, The	* 2 Years Diploma; 1 Year Certificate	High school diploma with 60% in Math 30 and English 30, or 65% in English 33 and Math 33 or Math 30 Applied, or equivalent, or pass entrance test, and basic computer word processing and spreadsheets. Proficiency in a programming language for certificate program.

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COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Systems Analyst			
Computer Information Systems	**Portage College** Lac La Biche (Main) (780) 623-5580 Transfers to: Keyano College	2 Years Diploma	Grade 12 or equivalent with a minimum of 60% in Math 30 or Math 30 Pure or 65% in Math 30 Applied or Math 33 and a minimum of 60% in English 30 or 65% in English 33. Basic skills in the use of word processing, spreadsheet and presentation software packages, specifically Microsoft Word, Excel, and Powerpoint.
Computer Programmer	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	5 Courses Certificate of Achievement	None
Computer Science	**Mount Royal College** Calgary (Main) (403) 240-0148	1 Year Certificate	Must have relevant experience or previous post-secondary education. Preference will be given to applicants with post-secondary educational qualifications such as a degree or diploma.
Computer Systems Analyst	**Training Inc. - Lethbridge** Lethbridge (Main) (403) 320-5100	960 Hours (32 Weeks)	STANDARD ADMISSION- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions branch. 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11Mathematics, or non-Alberta equivalent.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Systems Analyst			
Computer Systems Anaylst	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	12 Course Certificate	IST Stream. See Calendar for individual course prerequisites. www.nait.ab.ca/coned
Computer Systems Technology	**Lakeland College** Vermilion (780) 853-8420 Toll Free 1-800-661-6490 Transfers to: Northern Alberta Institute of Technology University of Lethbridge, The - Lethbridge	2 Years Diploma	A high school diploma (or mature status admission) with at least 55% in English 30 (70% in English 33) and 60% in Math 30 (70% in Math 33). A strong interest and aptitude for computers is a definite asset to anyone considering this program. Academic standing may be considered if this program is over-subscribed. Proficiency in Microsoft Office is strongly recommended.
Computer Systems Technology	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	* 2 Year Diploma (16 weeks Co-operative Employment)	An Alberta High School diploma or equivalent, including English 30 or 33 and Math 30 or 33. Current guidelines effective May, 2001: English and Math 30 level, recognizing that preference will be given to those students possessing English 30 and Math 30 (or Pure Math) over those students who have completed only a 33 level in these subjects. Completion of IST010 - Computer Fundamentals is strongly recommended for students applying to the CST program. Applicants should be aware that fluency in written and oral communications will be necessary to succeed in this program. Student selection is competitive and is based on criteria that may include academic achievement and skills beyond the minimum prerequisite identified in the NAIT Calendar. Minimum academic achievement for competitive selection is typically 75%.

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COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Systems Analyst			
Help Desk/ Software Support	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	2 Years Diploma	High school diploma, English 30 with min 65% OR English 33 with min 75% OR Equivalent. Math 30/Pure Math 30 or Math 33/Applied Math 30 with min 65% OR Equivalent. A letter of intent. Mature admission may be considered. Aptitude & Proficiency Test - computer knowledge assessment, must have typing speed of 25 wpm.
Information Systems Distance: Yes Delivery in: Requires full unrestricted access to the WEB. Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	5 Years 24 course credits plus 9 credit MSc Project -or- 30 course credits plus 3 credit Masters Essay Master of Science-Information Systems	A baccalaureate degree from a recognized post secondary institution in computer science, information systems or related area, or hold a baccalaureate degree from a recognized post secondary institution and have significant information systems experience. To participate in the program, each student must own or have access to a minimum computer hardware and software configuration.
Information Technology	**Grant MacEwan College** Alberta College (780) 423-6200	32 weeks	Applicants must be at least 18 years of age, have successfully completed Grade 11 English (Engish 20 or 23 or equivalent); have a minimum keyboarding speed of 20 words (net) per minute. All applicants are required to complete an admissions test.
Information Technology Specialization in: For Diploma Program: - Networking - Programming - E-Commerce	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819	1 Year Certificate; 2 Years Diploma	Minimum 65% in Math 20 or Math 33 or minimum of 50% in Math 30, and 50% in English 30 or 60% or higher in English 33.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Systems Analyst			
Linux Specialization in: - Unix/Linux commands - X-window system - Command-line shell - Kernel - Filesystem - Boot process and run levels - Shell scripting - TCP/IP networking - Network administration - Exam preparation	**Mount Royal College** Continuing Education (403) 240-6875	8 Month (108 hour) Certificate (part-time)	18 years of age or older.
Micro Computer Systems Specialist	**Tonder Training Centre, Bonnyville** Bonnyville (Main)	1224 Hours (42 Weeks)	Standard Admission: Students must meet ONE of the following criteria: 1.Alberta high school diploma, verified by transcript, with 50% or better in English 30 or 33, or non-Alberta equivalent. OR 2.Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English. Mature Admission: Students must meet ALL of the following criteria: 1.Out of school for two years. 2.Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Adult Learning). 3.Thirty-three credits toward an Alberta high school diploma verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Systems Analyst			
Object Oriented Software Technology Diploma (OOST)	**University of Calgary** Faculty of Continuing Education (403) 220-6292	700 Hour Diploma (plus a work term)	Post-secondary degree or diploma. Working knowledge of one or more programming languages including C Programming, or successful completion of both a C Programming and an Advanced C Programming course. Sound understanding of Windows, 95, 98 or 2000. Professional business experience is a definite asset (e.g. Information Systems, Accounting, Multimedia Production, Materials Management, GIS, GPS, Engineering, or any other scientific field)
Object Oriented System and Design Analysis	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	36 Week Fast Track Certificate (8-week practicum)	An Alberta high school diploma or equivalent with 50% in Pure Math 30 or Applied Math 30 (33) and English 30 or 33. For upgrading options, please see our Pre-Careers program. Knowledge of software development, programming, testing, debugging, etc. and experience with programming in C and/or Visual Basic. Successful completion of a pre-selection Aptitude Test. In 2000, 82% of our graduates were employed within 6 to 9 months. Their starting salary range was $39,400 to $73,500 per year.
Object-Oriented Programming Specialization in: - Problem solving and program structure - Sequential, selection and repetition logic - Flowcharts, constants, variables, file inputs and outputs - C++ - Defining classes - Objects and arrays of objects - Java - Inheritance - Function overriding - Data types and operations - Data structures	**Mount Royal College** Continuing Education (403) 240-6875	12 Month (192 hours) Certificate (part-time)	18 years of age or older, strong computer and file management skills.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Systems Analyst			
PC Support Software and Operating Systems	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	13 Course Certificate	This certificate is intended for information center staff, microcomputer sales staff, and college graduates. As stated per course in calendar. www.nait.ab.ca/coned
Software Developer Specialization in: - Software Developer in C++ Programming - Software Developer in Java Programming - Software Developer in Visual Basic Programming	**University of Calgary** Faculty of Continuing Education (403) 220-6292	The certificates are structured to allow learners to complete a certificate in approximately 1 1/2 years. Learners will have five years from admission date to complete the Software Developer Certificate.	Candidates must submit a completed application form, current resume, and three professional references. Applicants are required to demonstrate an intermediate level of programming in 3 GL such as C, C++, Java or Visual Basic. For program information contact (403) 220-2866.
Computer Systems Security Analyst			
Information Systems Security	**Concordia University College of Alberta** Gold Bar Campus (780) 479-9220	13 Month After Degree Diploma	For Standard Admission an applicant must have a Baccalaureate Degree from a recognized University or College (computing science or information technology preferred), must meet a minimum GPA requirement, must have completed 6 credits in Mathematics, and 18 credits of senior-level computing science courses or equivalent. An Interview and a security clearance are also required.
System Security Specialization in: -Windows Option -Unix/Linux Option	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	8 Course Certificate	As stated per course in calendar. www.nait.ab.ca/coned

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Systems and Electronics Technology			
Computer Control Technology Delivery in: E-learning	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	Two-year diploma September start E-learning	Alberta High School Diploma or equivalent with at least 50% in Pure Math 30 or Applied Math 30 (33), and English 30 or 33. For upgrading options, please see our Pre-Careers program. All applicants meeting these minimum requirements must complete SAIT's placement tests in Math and English. Should this program be oversubscribed, other selection criteria may be used.
Computer Systems Technology	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772 Transfers to: Athabasca University Northern Alberta Institute of Technology Southern Alberta Institute of Technology University of Lethbridge, The	1 Year Certificate, 2 Year Diploma	Computer professionals must have good reasoning and logical problem solving abilities, be observant, alert to detail and tenacious in pursuing problems to completion. To be admitted, you will need the equivalent of a High School Diploma with a minimum of 50% in both Pure Math 30 (or equivalent) and English 30 (or equivalent).
Computer Systems Technology Specialization in: - Networking - Programming	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: Athabasca University Northern Alberta Institute of Technology Southern Alberta Institute of Technology University of Lethbridge, The	2 Year Diploma	High school diploma with no mark below 50% in: English 30, Math 30 (or Pure Math 30), CTS Units (INF 1030, 1060, 1090, 2180) -OR- mature student status -AND- a minimum raw score of 78 on the Computer Programmer Aptitude Battery (C.P.A.B).
Computer Technology	**Lakeland College** Lloydminster (780) 871-5700 Toll Free 1-800-661-6490	One Year Certificate	High school diploma or mature status admission with at least 55% in English 30 (65% in English 33) and 60% in Math 30, Pure Math 30, or Applied Math 30 (70% in Math 33).

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COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Systems and Electronics Technology			
Computer Technology Specialization in: -Information Systems -Technical Systems Distance: Both Distance and Non-Distance Delivery in: All Computer Technology students must participate in e-learning, a package of services that includes the use of a laptop computer, a suite of application software, full Internet access, training and technical support.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: Athabasca University University of Calgary	* 2 Year Diploma (Part-time delivery options for most courses) Co-operative education component	Alberta High School Diploma or equivalent with at least 50% in English 30, Pure Math 30, and a minimum 21-hour programming course. For upgrading options, please see our Pre-Careers program. For information on one of SAIT's 21-hour programming courses, please see the Continuing Education calendar or visit the website www.sait.ab.ca/coned. If the program is oversubscribed, additional selection criteria may be used, including a programming aptitude test. In 2000, 91% of our graduates were employed within 6 to 9 months. Their starting salary range was $19,700 to $110,000 per year.
Computerized Control Systems Distance: Both Distance and Non-Distance	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103 Transfers to: Athabasca University Lakehead University University of Victoria	2 Year Diploma	Alberta High School diploma or equivalent with English 30/33; at least 65% in Physics 30, Pure Math 30 or Math 31. Applicants should be comfortable with basic computer applications including a Windows OS, word processing, spreadsheets, and a browser.
Electronics and Computer Technology	**DeVry Institute of Technology-Calgary** Calgary (Main) (403) 235-5400 Toll Free 1-800-363-5558 EXT 3161	1590 Hours (75 Weeks)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.

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COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Systems, Vendor/Product Certification			
Microsoft Certified Systems Engineer (MCSE)	**Alberta Career Computer Center Inc.** Edmonton (Main) (780) 488-1270	755 Hours (27 Weeks)	Standard Admission: Students must meet ONE of the following criteria. 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D) with a standard score of 50 or better in English and Mathematics. Mature Admission: Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on aptitude test chosen by the school and approved by the Director of Private Institutions, Alberta Learning. 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Systems, Vendor/Product Certification			
Microsoft Certified Systems Engineer (MCSE)	**CDI Corporate Education Services - Calgary** Calgary (Main) (403) 250-8686	960 Hours (24 Weeks)	Standard Admission- Students must meet ONE of the following criteria. 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions branch. 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. In addition to the above requirements, all individuals must successfully pass a program specific assessment test.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Systems, Vendor/Product Certification			
Microsoft Certified Systems Engineer (MCSE)	**CDI Corporate Education Services - Edmonton** Edmonton (780) 434-3800 (Main)	960 Hours (24 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions branch. 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. In addition to the above requirements, all individuals must successfully pass a program specific assessment test.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Systems, Vendor/Product Certification			
Microsoft Certified Systems Engineer (MCSE) & A+ Technician	**MicroAge Learning Centre** Calgary (Main) (403) 234-7067	248 Hours (26 Weeks/ part-time)	STANDARD ADMISSION- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. And: 1. Have a keyboarding speed of 30 w.p.m. 2. Have either: a) a degree or diploma from a post-secondary institution, or b) a minimum of 2 years work experience in a related field. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions (Adult Learning), 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. 4. Have a keyboarding speed of 30 w.p.m. 5. Have either: a) a degree or diploma from a post-secondary institution, or b) a minimum of 2 years work experience in a related field.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Systems, Vendor/Product Certification			
Microsoft Certified Systems Engineer + Internet	**CDI Corporate Education Services - Calgary** Calgary (Main) (403) 250-8686	1480 Hours (37 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions branch. 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. In addition to the above requirements, all individuals must successfully pass a program specific assessment test.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Systems, Vendor/Product Certification			
Microsoft Certified Systems Engineer + Internet	**CDI Corporate Education Services - Edmonton** Edmonton (Main) (780) 434-3800	1480 Hours (37 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions branch. 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. In addition to the above requirements, all individuals must successfully pass a program specific assessment test.
Microsoft Certified Systems Engineering Technology/A+ Specialization in: - Microsoft Certified Systems Engineering Technology - Microsoft Certified Systems Administrator - A+ Certification	**Red Deer College** Extension Services (403) 357-3663	25 Week Career Development Certificate (issued by Red Deer College) Preparation for Microsoft and CompTIA certification exams	Admission interview and familiarity with DOS and Windows. Skills appraisal tests on basic computer skills and English may be required (at the discretion of the Program Coordinator). This comprehensive certification preparation program trains individuals to complete all practical and examination requirements for the internationally recognized MCSE, MCSA and A+ certification exams. For further information please e-mail Trent Rix, Program Coordinator at trent.rix@rdc.ab.ca or call (403) 342-3433.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Systems, Vendor/Product Certification			
Microsoft Certified Systems Expert, A+	**NorQuest College** Edmonton (Main) (780) 422-2020	25 Weeks (7 hours a day, 290 hours work experience)	Skills Appraisal Test in English, Math and Windows, admission interview, familiarity with DOS and Windows.
SAP Certified Consultant	**University of Calgary** Faculty of Continuing Education (403) 220-6292	160 Hour Academy (Certification Exam)	Minimum 2 years of recent (within 5 years) professional business programming experience using structured programming languages and techniques.
UNIX (Linux) Systems Administrator	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	6 Course Certificate	Linux has become one of the hottest Unix Operating Systems. These courses are intended for experienced technical support personnel. As stated per course in calendar. www.nait.ab.ca/coned
Windows 2000 MCSE, CNA and A+	**GP Learning Technologies** Edmonton (Main) (780) 429-7579	1160 Hours (29 Weeks)	Generally students are required to have a Grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to "mature student" criteria. Further information may be obtained by contacting the school.
Database Administration			
DataBase Administrator	**University of Alberta** Faculty Of Extension (780) 492-3116	588 hours Diploma (full-time)	1. Familiar with Windows 2. Some knowledge of SQL or DBase Admin 3. Previous Degree or Diploma

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Database Administration			
Database Administrator	**New Era Technology** Calgary (Main) (403) 265-9787	1460 Hours (40 Weeks)	A. Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English and a grade 12 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. B. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a Grade 10 English and a Grade 10 Mathematics, or non-Alberta equivalent. In addition to the above, students must meet ALL of the following criteria: 1. Successful completion of a technical assessment test administered by New Horizons 2. Successful completion of a profile test administered by New Horizons 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 4. Successful interview with School Administration 5. Have completed a certificate, diploma, or degree at an institution recognized by New Horizons 6. Have completed an Advanced Windows 95/DOS 6.22 course.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Database Administration			
Database Administrator Specialization in: Major areas of study include database programming, network and database administration, data and user security, and backup and recovery methods.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	32-week Fast Track (8-week practicum)	An Alberta high school diploma or equivalent with 50% in Pure Math 30 or Applied Math 30 (33) and English 30 or 33. For upgrading options, please see our Pre-Careers program. Experience with relational databases (eg. Microsoft Access) and operating systems (eg. Unix, Windows). Successful completion of an aptitude test. Introductory programming course (available through SAIT Continuing Education). If the program is oversubscribed, additional criteria will be used. Qualified candidates may be interviewed to ensure their suitability. Those not meeting the technical prerequisites may wish to take some of the following courses: DOS/The Complete Disk Operating System (COMP 245), UNIX Level 1 (CMPN 336), MS Access I (BCPT 212), MS Windows I (BCPT 295), MS Windows II (BCPT 395) and Introduction to Programming in C (CMPP-205). See SAIT's Continuing Education Calendar for more details of visit the website at www.sait.ab.ca/coned.
Database Programming and Management	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	6 Courses Certificate of Achievement	It is recommended that participants have an understanding at the UNIX Introduction course level (or have the equivalent experience). Some programming experience is useful.

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ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Database Administration			
Oracle 8: Database Administrator	**Infogem Institute of Technology** Calgary (Main) (403) 537-5888	1600 Hours (40 Weeks)	Standard Admission Students must meet ONE of the following criteria. 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions branch. 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent.
Oracle Database Administrator Specialization in: - Data modelling and design - SQL & PL/SQL*Plus - Extended data retrieval - Architecture and administration - Backup and recovery	**Mount Royal College** Continuing Education (403) 240-6875	9 Month (168 hours) Certificate (part-time)	18 years of age or older, strong computer and file management skills.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Database Administration			
Programming & Databases Specialization in: -Database Administrator -Application Developer	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	11 Course Certificate	If you are new to the IT industry use this certificate to give you an idea of what you will be faced with. This Certificate is NOT equivalent to a full time 2 year program. As stated per course in calendar. www.nait.ab.ca/coned
Information Technology Management			
Business Operations	**DeVry Institute of Technology-Calgary** Calgary (Main) (403) 235-5400 Toll Free 1-800-363-5558 EXT 3161	4 Years Bachelor Degree	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Certified Advanced Technology Manager Specialization in: This program is partnership between the University of Calgary and Learnsoft Corporation.	**University of Calgary** Faculty of Continuing Education (403) 220-6292	3 face-to-face sessions and three online tutorials; Certificate awarded by Learnsoft Corporation	Undergraduate degree and business experience in information technology.
Computer Information Technology	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103 Transfers to: Athabasca University University of Lethbridge, The	2 Years Diploma	Students are admitted for the Fall & Winter terms. Applicants will have an Alberta High School diploma with a minimum of 60% in English 30 or 33 and 60% in Pure or Applied Math. Typing or keyboarding skills are recommended.
Computer/Computing Science Distance: Yes Delivery in: Various distance delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 Year 33 credits University Certificate: Computers & Management Information Systems	Anyone 18 years of age or older can apply regardless of previous academic achievement. Students do not require a high-school diploma.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Information Technology Management			
Computing and Information Systems Distance: Yes Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 Year 33 credits University Certificate in Computing and Information Systems	Minimum 18 years of age. Programming language requirement.
Information Management for eBusiness Delivery in: Classroom, Hands on Training	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	11 Course Certificate	These courses have a dual focus: - to upgrade computer professionals to the new languages and development tools - as a pathway for entry into a programming career these short intensive courses, allied with some significant after class practice and self study, can be used as the basis for a new career switch. As stated per course in calendar. www.nait.ab.ca/coned
Information Systems Distance: Yes Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years 90 credits BA 4 Years 120 credits BA	Minimum 18 years of age or older. A high-school diploma is not required. Holders of a B.Sc. in Computing and Information Systems from AU or its equivalent may not apply.
Information Systems	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	* 10 semester courses Certificate; 2 Years Post-Diploma B.Mgt.; 3.5 Years Post-Diploma B.Mgt./B.Ed. 4 Years B.Mgt.; 5 Years B.Mgt./B.Ed., B.A./B.Mgt., B.Sc./B.Mgt.; (M.Sc. or M.Sc. (Management))	Standard admission. Math 30 or Pure Math 30 (or Applied Math 30 and at least 75% standing in U. of Athabasca's Math 101) required. An approved Business Administration/Management diploma for post-diploma admission.

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Information Technology Management			
Information Technology Management Distance: Yes Delivery in: Students are required to attend one 'theme-based' weekend school and one of your electives must be taken in a residential format.Group study (on-line). Various distance and on- line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	2.5 - 6 Years Master of Business Administration in Information Technology Management.	To be eligible for admission an applicant must have: a first degree at an accredited university and at least three years of managerial experience that may include supervisory and professional experience with management level responsibilities OR an acceptable professional designation and at least five years of managerial experience that may include supervisory or professional experience with management level responsibilities.
Information Technology Management	**University of Alberta** Faculty Of Extension (780) 492-3116	8 Courses Certificate	(a) High school diploma plus five years experience in a systems or information technology field; or (b) Successful completion of a program of study in systems or information management plus three years of related experience; or (c) Any combination of the preceding requirements may be considered.
Information Technology Management Distance: Both Distance and Non-Distance Delivery in: Online - some courses are available via the Internet	**University of Calgary** Faculty of Continuing Education (403) 220-6292	300 Hours Certificate (8 to 9 courses, over three years of part-time study)	Applicants for the program require a senior high school diploma or must be over twenty-three years of age and have suitable business experience.
Information Technology Professional	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	* 12 Month Fast Track	College or university degree or diploma in any discipline. Note: Many applicants have little or no IT education prior to the program. If the program is oversubscribed, additional selection criteria will be used. Qualified candidates may be interviewed to ensure their suitability. In 2000, 95% of our graduates were employed within 6 to 9 months. Their starting salary was $20,000 to $80,000 per year.

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Information Technology Management			
Information Technology Professional Program	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	1 Year	Regular Admission - Possess a Bachelor Degree OR Applied Degree OR two year diploma or equivalent from a recognized post-secondary institution with a min GPA of 2.0 on a 4.0 scale. English 30 with min 65% OR English 33 with min 75% Or Equivalent. Mature Admission - 24 years of age or older. Resume outlining work experience and/or non-credit course work. Probation Admission - Applicant who present a GPA between 1.00 - 1.99 on a 4.00 scale if admitted will be placed on probation. Professional Profile - 3 letters of reference, Letter of Intent.
Information Technology and Systems Management	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	2 Years Diploma	Standard admissions, English 30 with min 65% OR English 33 with min 75% OR Equivalent. Math 30/Pure Math 30 or Math 33/Applied Math 30 with min 65% OR Equivalent. Professional Profile - Letter of intent. Computer Knowledge assessment, must have typing speed of 25 wpm.
Management Information Systems	**University of Calgary** Calgary (Main) (403) 220-6645	* 4 Years B.Comm.; 5 Years B.Comm. (Co-op)	Standard admission with Math 30.

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ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Information Technology Management			
Microcomputer Information Management	**Alberta Career Computer Center Inc.** Edmonton (Main) (780) 488-1270	920 Hours (36 Weeks)	Standard Admission: Students must meet ONE of the following criteria. 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D) with a standard score of 50 or better in English and Mathematics. Mature Admission: Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on aptitude test chosen by the school and approved by the Director of Private Institutions, Alberta Learning. 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent.
Software Management Specialization in: - Software Project Leader Certificate - Softrware Quality Assurance (SQA)/Software Tester Certificate	**University of Calgary** Faculty of Continuing Education (403) 220-6292	The certificates are structured to allow learners to complete a certificate in approximately 1 1/2 years. Learners will have five years from admission date to complete the Software Developer Certificate.	Candidates must submit a completed application form, current resume, and three professional references. Applicants are required to demonstrate an intermediate level of programming in 3 GL such as C, C++, Java or Visual Basic. For further information contact (403) 220-2866.

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ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Network Administration			
Cisco Certified Network Professional (CCNP)	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	5 Semesters	See Calendar for individual course prerequisites. www.nait.ab.ca/coned
Computer Network Administrator	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	* 1 Year Certificate	High school diploma or equivalent. A minimum of 2 year exposure to computers in a computer maintenance and servicing role and/or appropriate post-secondary qualifications.
Network Administrator	**Career College, The - Calgary** Calgary (Main) (403) 266-0966 Toll Free 1-800-332-1404	840 Hours (42 Weeks)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.

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COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Network Administration			
Network Administrator	**Career College, The - Edmonton** Edmonton (Main) (780) 424-6650 Toll Free 1-800-282-9917	840 Hours (42 Weeks)	STANDARD ADMISSION Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Network Administration			
Network Analyst Certificate	**Academy of Learning, Calgary South** Calgary (Main) (403) 252-8973	675 Hours (27 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English and a Grade 12 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. And ALL of the following criteria: 1. Sucessful completion of a profile test administered by Academy of Learning 2. Evidence of technical proficiency in Windows, Windows Explorer, at least 2 software programs, Internet, DOS and a basic understanding of Network Applications and Computer Hardware. Mature Admission- Students must meet ALL of the following criteria: 1. Out of secondary school for two years. 2. Successful result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a Grade 10 English and a Grade 10 Mathematics, or non-Alberta equivalent. 4. Successful completion of a profile test administered by Academy of Learning 5. Evidence of technical proficiency in Windows, Windows Explorer, at least 2 software programs, Internet, DOS and a basic understanding of Network Applications and Computer Hardware.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Network Administration			
Network Analyst Certificate	**Academy of Learning, Red Deer** Red Deer (Main) (403) 347-6676	675 Hours (27 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English and a Grade 12 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. And ALL of the following criteria: 1. Successful completion of a profile test administered by Academy of Learning. 2. Evidence of technical proficiency in Windows, Windows Explorer, at least 2 software programs, Internet, DOS and a basic understanding of Network Applications and Computer Hardware. Mature Admission- Students must meet ALL of the following criteria: 1. Out of secondary school for two years. 2. Successful result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a Grade 10 English and a Grade 10 Mathematics, or non-Alberta equivalent. 4. Successful completion of a profile test administered by Academy of Learning. 5. Evidence of technical proficiency in Windows, Windows Explorer, at least 2 software programs, Internet, DOS and a basic understanding of Network Applications and Computer Hardware.

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ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Network Administration			
Network Systems & Web Administration Specialization in: - IT Concepts- Networking- Microsoft- Linux - E-Business- Novell Training- NetWare 5 Administrator- Business Skills - Career Development	**Mount Royal College** Continuing Education (403) 240-6875	40 Weeks Full-time MCSE, MCSA, A+, Certified Novell Administrator, Network +, i-Net + Certifications	18 years of age or older.
Network Engineering Technology			
Network Engineering Technology	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	* 2 Years Diploma	A high school diploma or equivalent, including English 30 or 33, Math 30 or a minimum of 60% in Math 33, and one of: Science 30, Physics 30, Chemistry 30. An interest in and aptitude for applied Sciences, especially those with a Physics base, is a definite asset to anyone considering this program. Students admitted into the 2000-2001 academic year typically had a minimum combined average of 75% in English 30 or 33, Math 30 or 33 and a Grade 12 Science. This program was oversubscribed in the 2000-2001 term. Priority will be given to students entering with Pure Math 30. Applicants presenting Applied Math 30 will be assessed and upgrading may be required.
Network Engineering Technology Delivery in: All students must participate in e-learning, a package of services that includes the use of a Pentium laptop computer, a suite of software application, full Internet access, training and technical support.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	2-Year Diploma (Four-week project)	Alberta High School Diploma or equivalent with at least 50% in Pure Math 30 or Applied Math 30 (33), and English 30 or 33. For upgrading options, please see our Pre-Career program. All qualified applicants must complete SAIT placement tests in Math and English. Final selection will be based on these marks over transcript marks. Because this is a new program, no employment statistics are yet available. Their starting salary range was $22,100 to $60,000 per year.

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COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Network Technician			
Certified NetWare Expert (CNE 5)	**CDI Corporate Education Services - Calgary** Calgary (Main) (403) 250-8686	920 Hours (23 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions branch. 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. In addition to the above requirements, all individuals must successfully pass a program specific assessment test.

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ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Network Technician			
Certified Netware Expert (CNE 5)	**CDI Corporate Education Services - Edmonton** Edmonton (780) 434-3800 (Main)	920 Hours (23 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions branch. 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. In addition to the above requirements, all individuals must successfully pass a program specific assessment test.
Certified Network Professional Specialization in: - Novell Major OR - Microsoft Major	**Network Learning Masters** Edmonton (780) 423-4200 (Main)	770 Hours (22 Weeks) for each major	Grade 12 diploma, verified by transcript, with a passing mark in a Grade 12 level Mathematics course. Students who do not meet this criteria may be considered eligible if they have at least two years of documented technical experience with computers and at least 50 credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics or any Grade 11 Mathematics, or non-Alberta equivalent.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Network Technician			
Cisco Networking Specialization in: - Network terminology & protocols - LANs - WANs - TCP/IP - OSI models - Router configuration - Network security - Exam preparation	**Mount Royal College** Continuing Education (403) 240-6875	4 Course Certificate	18 years of age or older; strong computer and file management skills.
Computer Network Technician	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103	1 Year Certificate	Grade 12 diploma or equivalent with credit in Math 30/31 or Math 30P or 65% in Math 33 or Math 30A or equivalent. Credit in Physics 20 or equivalent. Credit in English 30/33 or equivalent. Personal resume outlining their work experiences; additional education/training. Interview with a program person. Applicants should have their color vision tested.
Computer Networking	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	5 Courses Certificate of Achievement	None
Data Network Design	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	15 Course Certificate	As stated per course in calendar. www.nait.ab.ca/coned
Information Technology Certificates Specialization in: Cisco Networking	**Bow Valley College** Continuing Education (403) 410-4100	Four semesters of Cisco Networking leading to a Cisco Networking Associate Certificate (CCNA)	Access to a Multimedia-capable PC.
Internet Administrator	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	14 Course Certificate	As stated per course in calendar. www.nait.ab.ca/coned

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Network Technician			
Lan/Help Desk Technician	**Infogem Institute of Technology** Calgary (Main) (403) 537-5888	920 Hours (23 Weeks)	Standard Admission Students must meet ONE of the following criteria. 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions branch. 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. In addition to the above requirements, all individuals must successfully pass an admission exam (50% or better).

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Network Technician			
Lan/Help Desk Technician	**The Fourth R of Southern Alberta** Lethbridge (Main) (403) 329-6300	540 Hours (18 Weeks)	Standard Admission: Students must meet ONE of the following criteria: 1.Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2.Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission: Students must meet ALL of the following criteria: 1.Out of school for two years. 2.Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions branch. 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. In addition to the above requirements, all individuals must successfully pass a program specific assessment test.
Local Area Network (LAN)	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	3 Courses Certificate of Achievement	None
Microsoft Windows 2000 & Network Support	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	15 Course Certificate	As stated per course in calendar. www.nait.ab.ca/coned

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Network Technician			
Netcert +	**The Fourth R of Southern Alberta** Lethbridge (403) 329-6300 (Main)	780 Hours (26 Weeks)	Standard Admission: Students must meet ONE of the following criteria: 1.Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2.Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission: Students must meet ALL of the following criteria: 1.Out of school for two years. 2.Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions branch. 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. In addition to the above requirements, all individuals must successfully pass a program specific assessment test.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Network Technician			
Netcert Plus	**Infogem Institute of Technology** Calgary (Main) (403) 537-5888	1080 Hours (27 Weeks)	Standard Admission Students must meet ONE of the following criteria. 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions branch. 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. In addition to the above requirements, all individuals must successfully pass an admission exam (50% or better).

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Network Technician			
Network & Internet Support Specialist (with Microsoft Specialty) Specialization in: -Microsoft	**CDI College of Business and Technology, Calgary North** Calgary (Main) (403) 571-8585 Toll Free 1-888-974-3234	1160 Hours (48 Weeks)	Standard Admission- 1. Candidates must obtain a successful test result on an assessment test chosen by the school and approved by the Director of Private Institutions. 2. Candidates must meet ONE of the following criteria: a) Alberta High School Diploma with 50% or better in English 30 or 33, and Mathematics 30 or 33, or non-Alberta equivalent, or b) Successful completion of the General Equivalency Diploma (G.E.D.) with standard of 55% or better in English and Mathematics. MATURE ADMISSION- 1. Nineteen years of age, and out of school for one year. 2. Candidates must obtain a successful test result on an assessment test chosen by the school and approved by the Director of Private Institutions. 3. Candidates must meet ONE of the following criteria based on the program choice: a) COMPUTER RELATED TRAINING (CRT) - Fifty credits toward an Alberta High School Diploma with 50% or better in English 10 or 13, and Mathematics 20, or 23 or non-Alberta equivalent. b) BUSINESS RELATED TRAINING (BRT) - Thirty-three credits toward an Alberta High School Diploma with 50% or better in English 10 or 13, and Mathematics 10, or 13 or non-Alberta equivalent. NOTE: Grade 12 = 100 credits or more

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Network Technician			
Network & Internet Support Specialist (with Microsoft Specialty) Specialization in: - Microsoft	**CDI College of Business and Technology, Calgary South** Calgary (Main) (403) 974-8585 Toll Free 1-888-974-3234	1160 Hours (48 Weeks)	Standard Admission- 1. Candidates must obtain a successful test result on an assessment test chosen by the school and approved by the Director of Private Institutions. 2. Candidates must meet ONE of the following criteria: a) Alberta High School Diploma with 50% or better in English 30 or 33, and Mathematics 30 or 33, or non-Alberta equivalent, or b) Successful completion of the General Equivalency Diploma (G.E.D.) with standard of 55% or better in English and Mathematics. MATURE ADMISSION- 1. Nineteen years of age, and out of school for one year. 2. Candidates must obtain a successful test result on an assessment test chosen by the school and approved by the Director of Private Institutions. 3. Candidates must meet ONE of the following criteria based on the program choice: a) COMPUTER RELATED TRAINING (CRT) - Fifty credits toward an Alberta High School Diploma with 50% or better in English 10 or 13, and Mathematics 20, or 23 or non-Alberta equivalent. b) BUSINESS RELATED TRAINING (BRT) - Thirty-three credits toward an Alberta High School Diploma with 50% or better in English 10 or 13, and Mathematics 10, or 13 or non-Alberta equivalent. NOTE: Grade 12 = 100 credits or more

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Network Technician			
Network & Internet Support Specialist (with Microsoft Specialty) Specialization in: - Microsoft	**CDI College of Business and Technology, Edmonton Millgate** Edmonton (Main) (780) 463-7900 Toll Free 1-888-874-3234	1160 Hours (48 Weeks)	Standard Admission- 1. Candidates must obtain a successful test result on an assessment test chosen by the school and approved by the Director of Private Institutions. 2. Candidates must meet ONE of the following criteria: a) Alberta High School Diploma with 50% or better in English 30 or 33, and Mathematics 30 or 33, or non-Alberta equivalent, or b) Successful completion of the General Equivalency Diploma (G.E.D.) with standard of 55% or better in English and Mathematics. MATURE ADMISSION- 1. Nineteen years of age, and out of school for one year. 2. Candidates must obtain a successful test result on an assessment test chosen by the school and approved by the Director of Private Institutions. 3. Candidates must meet ONE of the following criteria based on the program choice: a) COMPUTER RELATED TRAINING (CRT) - Fifty credits toward an Alberta High School Diploma with 50% or better in English 10 or 13, and Mathematics 20, or 23 or non-Alberta equivalent. b) BUSINESS RELATED TRAINING (BRT) - Thirty-three credits toward an Alberta High School Diploma with 50% or better in English 10 or 13, and Mathematics 10, or 13 or non-Alberta equivalent. NOTE: Grade 12 = 100 credits or more

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Network Technician			
Network & Internet Support Specialist (with Microsoft Specialty) Specialization in: - Microsoft	**CDI College of Business and Technology, Edmonton North** Edmonton (780) 478-7900 (Main)	1160 Hours (48 Weeks)	Standard Admission- 1. Candidates must obtain a successful test result on an assessment test chosen by the school and approved by the Director of Private Institutions. 2. Candidates must meet ONE of the following criteria: a) Alberta High School Diploma with 50% or better in English 30 or 33, and Mathematics 30 or 33, or non-Alberta equivalent, or b) Successful completion of the General Equivalency Diploma (G.E.D.) with standard of 55% or better in English and Mathematics. MATURE ADMISSION- 1. Nineteen years of age, and out of school for one year. 2. Candidates must obtain a successful test result on an assessment test chosen by the school and approved by the Director of Private Institutions. 3. Candidates must meet ONE of the following criteria based on the program choice: a) COMPUTER RELATED TRAINING (CRT) - Fifty credits toward an Alberta High School Diploma with 50% or better in English 10 or 13, and Mathematics 20, or 23 or non-Alberta equivalent. b) BUSINESS RELATED TRAINING (BRT) - Thirty-three credits toward an Alberta High School Diploma with 50% or better in English 10 or 13, and Mathematics 10, or 13 or non-Alberta equivalent. NOTE: Grade 12 = 100 credits or more

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Network Technician			
Network & Internet Support Specialist (with Microsoft Specialty) Specialization in: - Microsoft	**CDI College of Business and Technology, Edmonton West** Edmonton (780) 481-7900 (Main)	1160 Hours (48 Weeks)	Standard Admission- 1. Candidates must obtain a successful test result on an assessment test chosen by the school and approved by the Director of Private Institutions. 2. Candidates must meet ONE of the following criteria: a) Alberta High School Diploma with 50% or better in English 30 or 33, and Mathematics 30 or 33, or non-Alberta equivalent, or b) Successful completion of the General Equivalency Diploma (G.E.D.) with standard of 55% or better in English and Mathematics. MATURE ADMISSION- 1. Nineteen years of age, and out of school for one year. 2. Candidates must obtain a successful test result on an assessment test chosen by the school and approved by the Director of Private Institutions. 3. Candidates must meet ONE of the following criteria based on the program choice: a) COMPUTER RELATED TRAINING (CRT) - Fifty credits toward an Alberta High School Diploma with 50% or better in English 10 or 13, and Mathematics 20, or 23 or non-Alberta equivalent. b) BUSINESS RELATED TRAINING (BRT) - Thirty-three credits toward an Alberta High School Diploma with 50% or better in English 10 or 13, and Mathematics 10, or 13 or non-Alberta equivalent. NOTE: Grade 12 = 100 credits or more

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ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Network Technician			
Network & Internet System Specialist	**Career College, The - Calgary** Calgary (Main) (403) 266-0966 Toll Free 1-800-332-1404	740 Hours (37 Weeks)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.
Network & Internet System Specialist	**Career College, The - Edmonton** Edmonton (Main) (780) 424-6650 Toll Free 1-800-282-9917	740 Hours (37 Weeks)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Network Technician			
Network Infrastructure Engineering Technology	**The Institute for Computer Studies** Calgary (Main) (403) 262-6990	1100 Hours (22 Weeks)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Network Specialist (Site Builder)	**Strathcona Career Training Institute (SCTI) - Edmonton** Edmonton (Main) (780) 433-7284	2080 Hours (52 Weeks)	STANDARD ADMISSION- Students must meet ONE of the following criteria. 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent.
Network Specialist Professional	**Trend College** Edmonton (Main) (780) 424-7400	880 Hours (44 Weeks)	Contact School.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Network Technician			
Network Support Specialist	**New Era Technology** Calgary (Main) (403) 265-9787	1360 Hours (33 Weeks)	STANDARD ADMISSION- Students must meet ONE of the following criteria. 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. MATURE ADMISSION- Students must meet ALL of of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions branch. 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11Mathematics, or non-Alberta equivalent.
Network Technician Delivery in: The program consists of 28 weeks of intensive classroom instruction (40%) and hands-on lab work (60%), followed by an eight-week work practicum.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	36 Week Fast Track Certificate (8-week practicum)	An Alberta high school diploma or equivalent with 50% in Pure Math 30 or Applied Math 30 (33) and English 30 or 33. For upgrading options, please see our Pre-Careers program. Experience with computer hardware and/or operating and networking systems an asset. If the program is oversubscribed, additional selection criteria may be used. Qualified candidates will be interviewed to ensure their suitability for the program. In 2000, 93% of our graduates were employed within 6 to 9 months. Their starting salary range was $22,100 to $60,000 per year.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Network Technician			
Networking Technology	**Lakeland College** Lloydminster (780) 871-5700 Toll Free 1-800-661-6490	2 Years Diploma	A high school diploma (or mature status admission) with at least 55% in English 30 (70% in English 33) and 60% in Math 30 (70% Math 33).
PC Support Network Administrator	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	14 Course Certificate	This certificate is intended for network installers, network administrators, information center staff, and microcomputer site administrators.
Unix Networking	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	6 Courses Certificate of Achievement	None
Web E-Commerce Specialist			
Business Enterprise Developer	**Strathcona Career Training Institute (SCTI) - Edmonton** Edmonton (Main) (780) 433-7284	2080 Hours (52 Weeks)	Standard Admission- Students must meet ONE of the following criteria. 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions branch. 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Web E-Commerce Specialist			
CIW Master Designer Plus	**Infogem Institute of Technology** Calgary (Main) (403) 537-5888	1040 Hours (26 Weeks)	A. Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English and a grade 12 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Students must meet ALL of the following criteria: 1. Successful completion of an admission test administered by Infogem Institute of Technology. 2. Succesful completion of a technical assessment test administered by Infogem Institute of Technology. 3. Successful interview with School Administration. B. Mature Admission Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a Grade 10 English and a Grade 10 Mathematics, or non-Alberta equivalent. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 4. Successful completion of an admission test administered by Infogem Institute of Technology. 5. Succesful completion of a technical assessment test administered by Infogem Institute of Technology.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Web E-Commerce Specialist			6. Successful interview with School Administration
Certified E-Commerce Solutions Developer	**Network Learning Masters** Edmonton (Main) (780) 423-4200	848 Hours (22 Weeks)	Grade 12 diploma, verified by transcript, with a passing mark in a Grade 12 level Mathematics course. Students who do not meet this criteria may be considered eligible if they have at least two years of documented technical experience with computers and at least 50 credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics or any Grade 11 Mathematics, or non-Alberta equivalent.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Web E-Commerce Specialist			
E-Business Developer	**New Era Technology** Calgary (Main) (403) 265-9787	1593 Hours (43 Weeks)	A. Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English and a grade 12 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. B. Mature Admission- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a Grade 10 English and a Grade 10 Mathematics, or non-Alberta equivalent. In addition to the above, students must meet ALL of the following criteria: 1. Successful completion of a technical assessment test administered by New Horizons 2. Successful completion of a profile test administered by New Horizons 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 4. Successful interview with School Administration 5. Have completed a certificate, diploma, or degree at an institution recognized by New Horizons 6. Have completed an Advanced Windows 95/DOS 6.22 course

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Web E-Commerce Specialist			
E-Business Professional Specialization in: -E-business -Web design -Web administration and security	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	40 Week Fast Track (8-week Practicum)	An Alberta high school diploma or equivalent with 50% in Pure Math 30 or Applied Math 30 (33) and English 30 or 33. For upgrading options, please see our Pre-Careers program. Business experience or business related education. Computer skills in office applications, browsers, e-mail, Windows 95/98/NT, etc. Introductory programming course (available through SAIT Continuing Education). If the program is oversubscribed, additional selection criteria will be used. Qualified candidates may be interviewed to ensure their suitability for this program. Those not meeting the computer prerequisites may wish to take preparatory courses such as MS Windows I (BCPT 295), MS Windows II (BCPT 395), How and Why of the Internet (CMPN 222), Web Page Design/Management (CMPN 215) and Introduction to Programming in C (CMPP-205). See SAIT's Continuing Education Calendar for details or visit the website at www.sait.ab.ca/coned
E-Commerce Solutions Developer	**The Institute for Computer Studies** Calgary (Main) (403) 262-6990	1200 Hours (24 Weeks)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Web E-Commerce Specialist			
E-Commerce Solutions Developer	**The Institute for Computer Studies - Edmonton** Edmonton (Main) (780) 408-4670	1200 Hours (24 Weeks)	Standard Admission- Students must meet one of the following criteria: 1. Alberta high school diploma, verified by transcript, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) Mature Admission- Students must meet all the following criteria: 1. Out of school for two years. 2. Sixty-six credits toward an Alberta high school diploma, verified by transcript, or non-Alberta equivalent. In addition to the above requirements, all individuals must successfully complete an aptitude examinstion and admissions interview.
E-business Specialization in: - E-business planning & stategies - Web site design and maintenance - Security and payment systems - E-tools - Online sales	**Mount Royal College** Continuing Education (403) 240-6875	7 Course Certificate of Completion	18 years of age or older.
Internet Business and Technology Consultant Distance: Both Distance and Non-Distance Delivery in: Full Internet access either through home or work including an e-mail account. Access to webspace. Most quality Internet Service Providers include webspace as a member service. It is the student's responsibility to acquire webspace to complete this certificate. Access to a computer to complete course assignments and projects. Certificate students can also access our Erlton Campus computer labs outside of scheduled class hours.	**Chinook College** Calgary (Main) (403) 777-7200	12 Course Certificate (complete all requirements for graduation within three years of admission)	High school diploma or Mature Student Status. English Language Proficiency. Basic computer literacy. Recommended prerequisites: Windows Level 1 and Word Level 1. Chinook College offers these courses and others for those students who need to acquire these skills prior to registering for this certificate program. Familiarity with basic Internet procedures and applications. Recommended prerequisite is Internet User Level 1. A completed application for admission is required.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Web E-Commerce Specialist			
Internet Consultant	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	12 Course Certificate	As stated per course in calendar. www.nait.ab.ca/coned
Programmer Analyst / Internet Solution Developer	**CDI College of Business and Technology, Calgary North** Calgary (Main) (403) 571-8585 Toll Free 1-888-974-3234	1250 Hours (50 Weeks)	Standard Admission: 1.Candidates must obtain a successful test result on an assessment test chosen by the school and approved by the Director of Private Institutions. 2.Candidates must meet ONE of the following criteria: a)Alberta High School Diploma with 50% or better in English 30 or 33, and Mathematics 30 or 33, or non-Alberta equivalent, or b)Successful completion of the General Equivalency Diploma (G.E.D.) with standard of 55% or better in English and Mathematics. Mature Admission: 1.Nineteen years of age, and out of school for one year. 2.Candidates must obtain a successful test result on an assessment test chosen by the school and approved by the Director of Private Institutions. 3.Candidates must meet ONE of the following criteria based on the program choice: a)COMPUTER RELATED TRAINING (CRT) - Fifty credits toward an Alberta High School Diploma with 50% or better in English 10 or 13, and Mathematics 20, or 23 or non-Alberta equivalent. b)BUSINESS RELATED TRAINING (BRT) - Thirty-three credits toward an Alberta High School Diploma with 50% or better in English 10 or 13, and Mathematics 10, or 13 or non-Alberta equivalent. NOTE:Grade 12 = 100 credits or more

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Web E-Commerce Specialist			
Programmer Analyst / Internet Solution Developer	**CDI College of Business and Technology, Calgary South** Calgary (Main) (403) 974-8585 Toll Free 1-888-974-3234	1250 Hours (50 Weeks)	Standard Admission: 1.Candidates must obtain a successful test result on an assessment test chosen by the school and approved by the Director of Private Institutions. 2.Candidates must meet ONE of the following criteria: a)Alberta High School Diploma with 50% or better in English 30 or 33, and Mathematics 30 or 33, or non-Alberta equivalent, or b)Successful completion of the General Equivalency Diploma (G.E.D.) with standard of 55% or better in English and Mathematics. Mature Admission: 1.Nineteen years of age, and out of school for one year. 2.Candidates must obtain a successful test result on an assessment test chosen by the school and approved by the Director of Private Institutions. 3.Candidates must meet ONE of the following criteria based on the program choice: a)COMPUTER RELATED TRAINING (CRT) - Fifty credits toward an Alberta High School Diploma with 50% or better in English 10 or 13, and Mathematics 20, or 23 or non-Alberta equivalent. b)BUSINESS RELATED TRAINING (BRT) - Thirty-three credits toward an Alberta High School Diploma with 50% or better in English 10 or 13, and Mathematics 10, or 13 or non-Alberta equivalent. NOTE:Grade 12 = 100 credits or more

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Web E-Commerce Specialist			
Programmer Analyst / Internet Solution Developer	**CDI College of Business and Technology, Edmonton Millgate** Edmonton (Main) (780) 463-7900 Toll Free 1-888-874-3234	1250 Hours (50 Weeks)	Standard Admission- 1. Candidates must obtain a successful test result on an assessment test chosen by the school and approved by the Director of Private Institutions. 2. Candidates must meet ONE of the following criteria: a) Alberta High School Diploma with 50% or better in English 30 or 33, and Mathematics 30 or 33, or non-Alberta equivalent, or b) Successful completion of the General Equivalency Diploma (G.E.D.) with standard of 55% or better in English and Mathematics. MATURE ADMISSION- 1. Nineteen years of age, and out of school for one year. 2. Candidates must obtain a successful test result on an assessment test chosen by the school and approved by the Director of Private Institutions. 3. Candidates must meet ONE of the following criteria based on the program choice: a) COMPUTER RELATED TRAINING (CRT) - Fifty credits toward an Alberta High School Diploma with 50% or better in English 10 or 13, and Mathematics 20, or 23 or non-Alberta equivalent. b) BUSINESS RELATED TRAINING (BRT) - Thirty-three credits toward an Alberta High School Diploma with 50% or better in English 10 or 13, and Mathematics 10, or 13 or non-Alberta equivalent. NOTE: Grade 12 = 100 credits or more

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Web E-Commerce Specialist			
Programmer Analyst / Internet Solution Developer	**CDI College of Business and Technology, Edmonton North** Edmonton (780) 478-7900 (Main)	1250 Hours (50 Weeks)	Standard Admission- 1. Candidates must obtain a successful test result on an assessment test chosen by the school and approved by the Director of Private Institutions. 2. Candidates must meet ONE of the following criteria: a) Alberta High School Diploma with 50% or better in English 30 or 33, and Mathematics 30 or 33, or non-Alberta equivalent, or b) Successful completion of the General Equivalency Diploma (G.E.D.) with standard of 55% or better in English and Mathematics. MATURE ADMISSION- 1. Nineteen years of age, and out of school for one year. 2. Candidates must obtain a successful test result on an assessment test chosen by the school and approved by the Director of Private Institutions. 3. Candidates must meet ONE of the following criteria based on the program choice: a) COMPUTER RELATED TRAINING (CRT) - Fifty credits toward an Alberta High School Diploma with 50% or better in English 10 or 13, and Mathematics 20, or 23 or non-Alberta equivalent. b) BUSINESS RELATED TRAINING (BRT) - Thirty-three credits toward an Alberta High School Diploma with 50% or better in English 10 or 13, and Mathematics 10, or 13 or non-Alberta equivalent. NOTE: Grade 12 = 100 credits or more

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Web E-Commerce Specialist			
Programmer Analyst / Internet Solution Developer	**CDI College of Business and Technology, Edmonton West** Edmonton (Main) (780) 481-7900	1250 Hours (50 Weeks)	Standard Admission- 1. Candidates must obtain a successful test result on an assessment test chosen by the school and approved by the Director of Private Institutions. 2. Candidates must meet ONE of the following criteria: a) Alberta High School Diploma with 50% or better in English 30 or 33, and Mathematics 30 or 33, or non-Alberta equivalent, or b) Successful completion of the General Equivalency Diploma (G.E.D.) with standard of 55% or better in English and Mathematics. MATURE ADMISSION- 1. Nineteen years of age, and out of school for one year. 2. Candidates must obtain a successful test result on an assessment test chosen by the school and approved by the Director of Private Institutions. 3. Candidates must meet ONE of the following criteria based on the program choice: a) COMPUTER RELATED TRAINING (CRT) - Fifty credits toward an Alberta High School Diploma with 50% or better in English 10 or 13, and Mathematics 20, or 23 or non-Alberta equivalent. b) BUSINESS RELATED TRAINING (BRT) - Thirty-three credits toward an Alberta High School Diploma with 50% or better in English 10 or 13, and Mathematics 10, or 13 or non-Alberta equivalent. NOTE: Grade 12 = 100 credits or more
Web and Multimedia Development			
Internet Media Developer	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	14 Course Certificate	As stated per course in calendar. www.nait.ab.ca/coned

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Web and Multimedia Development			
Internet Programmer Developer	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	14 Course Certificate	As stated per course in calendar. www.nait.ab.ca/coned
Internet/World Wide Web	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	6 Courses Certificate of Achievement	None
Multimedia Developer Specialization in: -Authoring/Computer Based Training (CBT) -Special Technologies -Imaging	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	14 Course Certificate	These certificates are intended for the development of training materials, sophistacated business presentations and visual arts and entertainment products. Previous education and work experience in the area of computers and/or the media are recommended. As stated per course in calendar. www.nait.ab.ca/coned
Multimedia Production	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103 Transfers to: Athabasca University	2 Years Diploma	High school diploma or equivalent with a minimum 60% in English 30 or 70% in English 33 or equivalent, and a minimum of 60% in Social Studies 30 or equivalent. Applicants are also required to achieve a minimum 60th percentile in a skills appraisal. Alternate admission applicants assessed on past education and work experience. Interview and 500 word composition to demonstrate knowledge of media area required. Intakes in the Fall, Winter or Spring terms.
Multimedia Production Specialist	**Media Classroom** Calgary (Main) (403) 531-4026	864 Hours (32 Weeks)	Generally students are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to "mature student" criteria. Further information may be obtained by contacting the school.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Web and Multimedia Development			
Multimedia Web Developer Certificate Specialization in: - Multimedia - Web Design - CD-Rom Development	**Red Deer College** Extension Services (403) 357-3663	21 Week Multimedia Web Developer Certificate (issued by Red Deer College)	Admission interview and familiarity with Windows. Skills appraisal tests on basic computer skills and English may be required (at the discretion of the Program Coordinator). This comprehensive program trains individuals in Multimedia, Web Design and CD-Rom development using industry standard software platforms from Macromedia, Adobe and Microsoft. For further information please e-mail Trent Rix, Program Coordinator at trent.rix@rdc.ab.ca or call (403) 342-3433.
Professional Site Manager	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	6 Courses Certificate	None
Web Builder	**University of Alberta** Faculty Of Extension (780) 492-3116	Over 500 Hours (Intensive Upgrade Program; Full-time or Part-time) Diploma	Previous degree or Diploma.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Web and Multimedia Development			
Web Developer	**Applied Multimedia Training Centres** Calgary (Main) (403) 571-4700 Toll Free 1-800-717-4112	350 Hours (35 Weeks/part-time)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English and a Grade 10 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. And ALL of the following criteria: 1. Successful interview with school administration. 2. Successful result on a technical competency test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning) if documentation can not be provided showing industry experience or successful completion of computer related post-secondary study. Mature Admission- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a Grade 10 English and a Grade 10 Mathematics, or non-Alberta equivalent. 3. Successful interview with school administration. 4. Successful result on a technical competency test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning) if documentation can not be provided showing industry experience or successful completion of computer related post-secondary study.
Web Site Development	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669	5 Courses Certificate (part-time)	Intermediate Microsoft Word or equivalent experience, Introduction to the Internet.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Web and Multimedia Digital Design			
Banff New Media Institute Specialization in: - Digital Media - Convergent Media - Production - Work Study Delivery in: Non	**Banff Centre, The** Banff (Main) (403) 762-6180 Toll Free 1-800-565-9989	Varies	Application form and resume with cover letter, an interest in convergent media, writing/design experience.
Computer Graphics and Web Media	**Applied Multimedia Training Centres** Calgary (Main) (403) 571-4700 Toll Free 1-800-717-4112	350 Hours (37 Weeks/part-time)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Web and Multimedia Digital Design			
Digital Animation	**Applied Multimedia Training Centres** Calgary (Main) (403) 571-4700 Toll Free 1-800-717-4112	1125 Hours (45 Weeks)	Standard Admission- Students must meet ONE of the following criteria. 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D) with a standard score 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions branch. 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. In addition to the above, the following applies: 1. A prospective student will be required to complete a formal interview at AMTC campus. This will be conducted by an admissions personnel who will provide all the necessary course information, outline and answer specific questions. 2. A prospective student who wishes to pursue studies at AMTC will be required to submit an application on the appropriate forms together with an application fee and sign the Enrolment Application & Contract of Tuition. All application forms and contracts are signed by the student and a representative of AMTC at the time the application is made. 3. Applicants are required to submit a full portfolio to be considered for acceptance in this program.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Web and Multimedia Digital Design			
Digital Arts & Media	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622 Transfers to: Athabasca University University of Calgary	2 Years Diploma	High school diploma or equivalent, English 30 and Math 30 with a minimum 65%. Successful completion of an accredited Introductory MacIntosh foundations computer course. Mature student status considered (18 or over and out of school at least one year).

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ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Web and Multimedia Digital Design			
E-Media and Design	**Network Learning Masters** Edmonton (Main) (780) 423-4200	770 Hours (24 Weeks)	1. Standard Admission Students must meet ONE of the following criteria. a. Alberta Grade 12 high school diploma, verified by transcript, with a passing mark in a Grade 12 level English course. OR b. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. 2. Mature Admission Students must meet ALL of the following criteria. a. Out of school for two years. b. Have at least two years of documented industry experience in a related dicipline. c. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or any Grade 11 English, or non-Alberta equivalent. 3. Skill Prerequisites - ALL students must be able to do the following: a. Perform file management tasks (copying, deleting, and moving files) in either a Windows or Macintosh environment. b. Differentiate between executable and non-executable files. c. Modify the system environment in either aWindows or Macintosh OS (backgrounds, display settings, etc.). d. Have a basic understanding of PC or Macintosh hardware. e. Demonstrate problem solving and creativity skills (students must submit a portfolio, which can be comprised of artwork, illustrations, photography, or digital content, et cetera, to demonstrate creativity) f. Successfully complete the required entrance assignment.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Web and Multimedia Digital Design			
Internet Site Designer	**New Era Technology** Calgary (Main) (403) 265-9787	1600 Hours (40 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions branch. 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. In addition to the above requirements, all individuals must successfully pass a program specific assessment test.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Web and Multimedia Digital Design			
Microcomputer Office and Web Design	**Alberta Career Computer Center Inc.** Edmonton (Main) (780) 488-1270	575 Hours (23 Weeks)	Standard Admission: Students must meet ONE of the following criteria. 1. Alberta high school diploma, verified by transcript, with 50% or better in Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D) with a standard score of 50 or better in English and Mathematics. Mature Admission: Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on aptitude test chosen by the school and approved by the Director of Private Institutions, Alberta Learning. 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Web and Multimedia Digital Design			
Multimedia	**Grant MacEwan College** Alberta College (780) 423-6200	46 Weeks Certificate	STANDARD ADMISSION- Students must meet all of the following requirements: Alberta high school diploma, verified by a transcript, with 50% or better in English 30 or 33, or non-Alberta equivalent; OR successful completion of the General Equivalency (G.E.D.) with a standard score of 50 or better in English. 2. Present a portfolio or have demonstrated work experience that exhibits proficient understanding and use of one or more mediums. MATURE ADMISSION- Students must meet all of the following requirements: 1. Out of school for two years. 2. Thirty-three credits toward an Alberta high school diploma, verified by a transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent. 3. Present a portfolio or have demonstrated work experience that exhibits proficient understanding and use of one or more mediums.
Multimedia	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	16 Weeks Professional Certificate in Multimedia Technology; 4 years B.F.A. (Multimedia)	Standard admission. Submission of documentation summarizing fine arts, multimedia and computer achievements and activities, with accompanying supporting material as appropriate. For the Professional Certificate in Multimedia Technology: an approved baccalaureate degree and basic computer literacy.
Multimedia Design & Communications	**Applied Multimedia Training Centres** Calgary (Main) (403) 571-4700 Toll Free 1-800-717-4112	1125 Hours (50 Weeks)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Web and Multimedia Digital Design			
Multimedia Developer for the Internet	**Strathcona Career Training Institute (SCTI) - Edmonton** Edmonton (Main) (780) 433-7284	2080 Hours (52 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D) with a standard score of 50 or better in English and Mathematics. Mature Admission- Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on aptitude test chosen by the school and approved by the Director of Private Institutions, Alberta Learning. 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 and Mathematics 10, or any Grade 11 Mathematics, or non-Alberta equivalent. In addition to the above requirements, all individuals must participate in an entrance examination, admissions interview, and submit evidence of creativity (any medium).
New Media Production & Design	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	2 Year Diploma (Includes 4th semester practicum)	Alberta High School Diploma or equivalent with at least 60% in English 30 or 33. For upgrading options, please see our Pre-Careers program. Qualified applicants will be asked to submit a resume and letter outlining why they chose this program. Only those well suited to the program will be invited to interviews in May. Oversubscribed. In 2000, 100% of our graduates were employed within 6 to 9 months. Their starting salary range was $23,600 to $59,050 per year.

COMPUTER AND INFORMATION TECHNOLOGY

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Web and Multimedia Digital Design			
WEB Designer Distance: Both Distance and Non-Distance Delivery in: - Part-time evening classes - Evening courses are held in Calgary - on campus - Online -some courses are available via the Internet	**University of Calgary** Faculty of Continuing Education (403) 220-6292	Length: 240 Hours Certificate (approximately 10 courses, over three years of part-time study)	The courses are open to any learner who meets the appropriate prerequisite for each course as well as the following general admission requirements: a) Windows navigation skills b) An introductory computer course such as Microcomputers Today: Back to the Basics For program information contact (403) 220-2866.
WEB Developer Distance: Both Distance and Non-Distance Delivery in: - Part-time evening classes - on the compus - Online - some courses are available via the Internet	**University of Calgary** Faculty of Continuing Education (403) 220-6292	Minimum of 265 Hours Certificate (approximately 10 courses, over three years of part-time study)	The courses are open to any lerner who meets the appropriate prerequisite for each course as well as the following general admission requirements: a) Windows navigation skills b) An introductory computer course such as Microcomputers Today: Back to the Basics c) Require a strong working knowledge of a programming language such as C, Pascal or C++ For program information contact (403) 220-2866.
Web Design Specialization in: - HTML- JavaScript- Web Design Fundamentals- Macromedia Dreamweaver- Macromedial Fireworks- Macromedia Flash-Scanning Images- Photoshop for Web Design- Illustrator for Web Design	**Mount Royal College** Continuing Education (403) 240-6875	Certificate	18 years of age or older.

DRIVER TRAINING

Driver Training

- -Advanced Class 1 Driver Training
- -Advanced Class One
- -Advanced Professional Driver
- -Advanced Professional Training
- -Advanced Transport Driver Operations
- -Advanced Transport Driver Training
- -Advanced Truck Driver Training
- -Extended Transport Driver Training
- -Extended Transport Training
- -Highway Transport Drivers Ext.
- -Intermediate Professional Driver
- -Intermediate Transport Driver
- -Long Advanced
- -Long Advanced Driver Training
- -Long Advanced Transport Driver Training
- -Transport Driver Training
- -Transport Driver Training - Advanced
- -Transport Driver Training - Long Advanced

Driver Training - Air Brake (Q) Endorsement

- -Driver Training - Air Brake (Q) Endorsement

Driver Training - Class 1 (Tractor/Trailer)

- -Driver Training - Class 1 (Tractor/Trailer)

Driver Training - Class 2 (School Bus)

- -Driver Training - Class 2 (Bus)
- -Driver Training - Class 2 (School Bus)

Driver Training - Class 3 (Single Unit 3-Axle Truck)

- -Driver Training - Class 3 (Single Unit 3-Axle Truck)

Driver Training - Extended Length Vehicle

- -Driver Training - Extended Length Vehicle
- -Extended Transport Driver Training

Driver Training - School Bus (S) Endorsement

- -Driver Training - School Bus (S) Endorsement

Driving Instructor

- -Air Brake Certification Instructor (HE05)
- -Driving Instructor

DRIVER TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Driver Training			
Advanced Class 1 Driver Training	**W.T. Safety Truck Driving School** Calgary (Main) (403) 720-0001	53 Hours (3 Weeks)	Valid Alberta Class 1 Driver License
Advanced Class One	**"A" Driving School** Calgary (Main) (403) 283-0077	87 Hours (5 Weeks)	Valid Alberta Class 1 Driver License
Advanced Professional Driver	**Alberta Transport Training Academy** Edmonton (Main)	136 Hours (6 Weeks)	Valid Alberta Class 1 Driver License
Advanced Professional Training	**Class 1 Driving School Ltd. - Lethbridge** Lethbridge (Main) (403) 327-3144	170 Hours (5 Weeks)	Valid Alberta Class 1 Driver License
Advanced Professional Training	**Class 1 Driving School Ltd. - Medicine Hat** Medicine Hat (Main) (403) 527-4958	170 Hours (5 Weeks)	Valid Alberta Class 1 Driver License
Advanced Transport Driver Operations	**CCA Truck Driver Training Ltd.** Calgary (Main) (403) 253-3004	104 Hours (6 Weeks)	Valid Alberta Class 1 Driver License
Advanced Transport Driver Training	**Alliance Training Group - Calgary** Calgary (Main) (403) 255-0743 Toll Free 1-888-844-0609	95 Hours (3 Weeks)	Valid Alberta Class 1 Driver License
Advanced Transport Driver Training	**Professional Driver Training** Airdrie (Main) (403) 912-2766	49 Hours (2 Weeks)	Valid Alberta Class 1 Driver's Licence.
Advanced Transport Driver Training	**S.K. Driver Training Ltd.** Lethbridge (Main) Toll Free 1-800-704-8349	94 Hours (6 Weeks)	Valid Alberta Class One Driver License
Advanced Truck Driver Training	**Foothills Driver Education, Calgary** Calgary (Main) (403) 288-8988	76 Hours (5 Weeks)	Valid Alberta Class 1 Driver License
Extended Transport Driver Training	**Alliance Training Group - Calgary** Calgary (Main) (403) 255-0743 Toll Free 1-888-844-0609	175 Hours (5 Weeks)	Valid Alberta Class 1 Driver License

DRIVER TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Driver Training			
Extended Transport Driver Training	**Professional Driver Training** Airdrie (Main) (403) 912-2766	70 Hours (2.5 Weeks)	Valid Alberta Class 1 Driver's Licence.
Extended Transport Training	**Mike's Driver Education Ltd.** Edmonton (Main) (780) 473-4347 Toll Free 1-800-869-7336	150 Hours (5 Weeks)	Valid Alberta Class 1 Driver License
Highway Transport Drivers Ext.	**Capilano Truck Driver Training Institute, South Edmonton** Edmonton (Main) (780) 463-9664	43 Hours	Valid Alberta Class 1 Driver License
Intermediate Professional Driver	**Alberta Transport Training Academy** Edmonton (Main)	54 Hours (3 Weeks)	Valid Alberta Class 1 Driver License
Intermediate Transport Driver	**S.K. Driver Training Ltd.** Lethbridge (Main) Toll Free 1-800-704-8349	76 Hours	Valid Alberta Class 1 Driver License
Long Advanced	**Eagle Spirit Driver Education Ltd.** Cold Lake (Main) (780) 594-4176 Toll Free 1-888-594-4176	200 Hours (4 Weeks)	Valid Alberta Class 1 Driver License
Long Advanced Driver Training	**Alberta Big Rig Driver Education - Fort McMurray** Fort McMurray (Main) (780) 714-3508	124 Hours (4 Weeks)	Valid Alberta Class 1 Driver License
Long Advanced Transport Driver Training Delivery in: Nonr	**Alberta Big Rig Driver Education - Edmonton North** Edmonton (Main) (780) 496-9416	124 Hours (4 Weeks)	Valid Alberta Class 1 Driver License
Long Advanced Transport Driver Training	**Alberta Big Rig Driver Education - Edmonton South** Edmonton (Main) (780) 496-9433	124 Hours (4 Weeks)	Valid Alberta Class 1 Driver License
Transport Driver Training	**Alberta Big Rig Driver Education - Edmonton North** Edmonton (Main) (780) 496-9416	134 Hours (5 Weeks)	Valid Alberta Class 1 Driver License

DRIVER TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Driver Training			
Transport Driver Training	**Alberta Big Rig Driver Education - Edmonton South** Edmonton (780) 496-9433 (Main)	134 Hours (5 Weeks)	Valid Alberta Class 1 Driver License
Transport Driver Training	**Alberta Big Rig Driver Education - Fort McMurray** Fort McMurray (780) 714-3508 (Main)	134 Hours (5 Weeks)	Valid Alberta Class 1 Driver License
Transport Driver Training - Advanced	**Cameron Driver Education Ltd., Edmonton South** Edmonton (780) 413-0333 (Main)	84 Hours (2 Weeks)	Valid Alberta Class 1 Driver License
Transport Driver Training - Advanced	**Cameron Driver Education Ltd., Edmonton West** Edmonton (780) 413-1797 (Main) Toll Free 1-800-661-7031	84 Hours (2 Weeks)	Valid Alberta Class 1 Driver License
Transport Driver Training - Advanced	**Cameron Driver Education Ltd., Grande Prairie** Grande Prairie (Main) Toll Free 1-800-387-5106	84 Hours (2 Weeks)	Valid Alberta Class 1 Driver License
Transport Driver Training - Advanced	**Cameron Driver Education Ltd., Red Deer** Red Deer (Main) Toll Free 1-888-343-4711	84 Hours (2 Weeks)	Valid Alberta Class 1 Driver License
Transport Driver Training - Long Advanced	**Cameron Driver Education Ltd., Edmonton South** Edmonton (780) 413-0333 (Main)	154 Hours (4 Weeks)	Valid Alberta Class 1 Driver License
Transport Driver Training - Long Advanced	**Cameron Driver Education Ltd., Edmonton West** Edmonton (780) 413-1797 (Main) Toll Free 1-800-661-7031	154 Hours (4 Weeks)	Valid Alberta Class 1 Driver License
Transport Driver Training - Long Advanced	**Cameron Driver Education Ltd., Grande Prairie** Grande Prairie (Main) Toll Free 1-800-387-5106	154 Hours (4 Weeks)	Valid Alberta Class 1 Driver License
Transport Driver Training - Long Advanced	**Cameron Driver Education Ltd., Red Deer** Red Deer (Main) Toll Free 1-888-343-4711	154 Hours (4 Weeks)	Valid Alberta Class 1 Driver License

DRIVER TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Driver Training - Air Brake (Q) Endorsement			
Driver Training - Air Brake (Q) Endorsement	**"A" Driving School** Calgary (Main) (403) 283-0077	10 Hours (1 Day)	Minimum 18 years of age with a valid Class 5 Alberta operator's license.
Driver Training - Air Brake (Q) Endorsement	**Academy of Professional Driving Ltd.** High River (Main) (403) 652-3485	12 Hours	Minimum- valid Alberta Class 5 operator's license.
Driver Training - Air Brake (Q) Endorsement	**Ace Driving School Inc.** Edmonton (Main) (780) 486-5090	Varies	No pre-requisites.
Driver Training - Air Brake (Q) Endorsement	**Alberta Big Rig Driver Education - Edmonton North** Edmonton (Main) (780) 496-9416	8-9 Hours (1 Day)	Valid Class 5 Alberta operator's license.
Driver Training - Air Brake (Q) Endorsement	**Alberta Professional Driving School Ltd.** Calgary (Main) (403) 250-8800	12 Hours	Minimum 18 years of age with a valid Class 5 Alberta operator's license.
Driver Training - Air Brake (Q) Endorsement	**Alberta Safe Driving School** Edmonton (Main) (780) 413-4567	Varies	No pre-requisites.
Driver Training - Air Brake (Q) Endorsement	**Alberta Transport Driving School** Edmonton (Main) (780) 414-0303	10 Hours	No pre-requisites.
Driver Training - Air Brake (Q) Endorsement	**Alberta Transport Training Academy** Edmonton (Main)	12 Hours	Minimum- a valid Class 5 Alberta operator's license.
Driver Training - Air Brake (Q) Endorsement	**Alliance Training Group - Calgary** Calgary (Main) (403) 255-0743 Toll Free 1-888-844-0609	8 - 9 Hours (1 Day)	Minimum 18 years of age with a valid Class 5 Alberta operator's license.
Driver Training - Air Brake (Q) Endorsement	**Art's Driver Education** Edmonton (Main) (780) 489-3092	12 Hours	Minimum- valid Class 5 Alberta operator's license.
Driver Training - Air Brake (Q) Endorsement	**Aurora Driver Education** Edmonton (Main) (780) 481-9934	10-12 Hours	Minimum 18 years of age with any valid Class 5 or better Alberta operator's license.

DRIVER TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Driver Training - Air Brake (Q) Endorsement			
Driver Training - Air Brake (Q) Endorsement	**B.R.F. Driver Training Services** Calgary (Main) (403) 234-7872	12 Hours	Valid Class 5 Alberta operator's license.
Driver Training - Air Brake (Q) Endorsement	**Black Dog Professional Driver Education** Edmonton (Main) (780) 449-4541	12 Hours (1 Day)	Minimum 18 years of age, with a valid Class 5 or better Alberta operator's license.
Driver Training - Air Brake (Q) Endorsement	**CCA Truck Driver Training Ltd.** Calgary (Main) (403) 253-3004	12 Hours	Must hold a valid Alberta operator's license of any Class.
Driver Training - Air Brake (Q) Endorsement	**Cameron Driver Education Ltd., Edmonton South** Edmonton (Main) (780) 413-0333	10 - 12 Hours	Minimum 18 years of age with a valid Class 5 or 7 Alberta operator's license.
Driver Training - Air Brake (Q) Endorsement	**Cameron Driver Education Ltd., Edmonton West** Edmonton (Main) (780) 413-1797 Toll Free 1-800-661-7031	10 - 12 Hours	Minimum 18 years of age with a valid Class 5 or 7 Alberta operator's license.
Driver Training - Air Brake (Q) Endorsement	**Cameron Driver Education Ltd., Grande Prairie** Grande Prairie (Main) Toll Free 1-800-387-5106	10 - 12 Hours	Minimum of 18 years of age with a valid Class 5 or 7 Alberta operator's license.
Driver Training - Air Brake (Q) Endorsement	**Cameron Driver Education Ltd., Red Deer** Red Deer (Main) Toll Free 1-888-343-4711	10 - 12 Hours	Minimum 18 years of age with a valid Class 5 or 7 Alberta operator's license.
Driver Training - Air Brake (Q) Endorsement	**Capilano Truck Driver Training Institute, South Edmonton** Edmonton (Main) (780) 463-9664	12 Hours	Minimum Class 5 Alberta operator's license.
Driver Training - Air Brake (Q) Endorsement	**Class 1 Driving School Ltd. - Lethbridge** Lethbridge (Main) (403) 327-3144	10 Hours (1 Course)	No pre-requisites.
Driver Training - Air Brake (Q) Endorsement	**Class 1 Driving School Ltd. - Medicine Hat** Medicine Hat (Main) (403) 527-4958	10 Hours (1Course)	No pre-requisites.

DRIVER TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Driver Training - Air Brake (Q) Endorsement			
Driver Training - Air Brake (Q) Endorsement	**Delta Driving School Ltd.** Calgary (Main) (403) 735-6108	10 Hours (1 Day)	Minimum 18 years of age with any Class Alberta operator's license.
Driver Training - Air Brake (Q) Endorsement	**Eagle Spirit Driver Education Ltd.** Cold Lake (Main) (780) 594-4176 Toll Free 1-888-594-4176	13 Hours	Minimum 18 years of age with any valid Class Alberta operator's license.
Driver Training - Air Brake (Q) Endorsement	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882	Varies	Minimum 18 years of age with a valid Class 5 Alberta operator's license.
Driver Training - Air Brake (Q) Endorsement	**Foothills Driver Education, Calgary** Calgary (Main) (403) 288-8988	2 Days	Minimum 18 years of age with a valid Class 5 Alberta operator's license.
Driver Training - Air Brake (Q) Endorsement	**Geolor Enterprises** Wainwright (Main) (780) 842-4153	Varies	Minimum 18 years of age with a valid Class 5 Alberta operator's license.
Driver Training - Air Brake (Q) Endorsement	**Golden Arrow Driver Education Ltd.** Edmonton (Main) (780) 447-2445	12 Hours	Minimum 18 years of age with a valid Class 5 Alberta operator's license.
Driver Training - Air Brake (Q) Endorsement	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772	Varies	Minimum 18 years of age with a valid Class 5 Alberta operator's license.
Driver Training - Air Brake (Q) Endorsement	**Mike's Driver Education Ltd.** Edmonton (Main) (780) 473-4347 Toll Free 1-800-869-7336	12 Hours	No pre-requisites.
Driver Training - Air Brake (Q) Endorsement	**Olds College** Olds (Main) (403) 556-8281 Toll Free 1-800-661-6537	1 Day	Minimum 18 years of age with a valid Class 5 operator's license.
Driver Training - Air Brake (Q) Endorsement	**Provost Driving School** Provost (Main) (780) 753-6996	9 Hours	No pre-requisite.

DRIVER TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Driver Training - Air Brake (Q) Endorsement			
Driver Training - Air Brake (Q) Endorsement	**S.K. Driver Training Ltd.** Lethbridge (Main) Toll Free 1-800-704-8349	12 Hours	No pre-requisites.
Driver Training - Air Brake (Q) Endorsement	**Start-Rite Driver Education Ltd.** Grande Prairie (Main) (780) 532-0173	1 Day	Valid Alberta Class 1 driver's licence with no more than 6 demerits.
Driver Training - Air Brake (Q) Endorsement	**Transco Training & Consulting** Edmonton (Main) (780) 467-7446	Varies	No pre-requisites.
Driver Training - Air Brake (Q) Endorsement	**W.T. Safety Truck Driving School** Calgary (Main) (403) 720-0001	10 Hours	Have a valid Class 5 Alberta operator's license.
Driver Training - Class 1 (Tractor/Trailer)			
Driver Training - Class 1 (Tractor/Trailer)	**"A" Driving School** Calgary (Main) (403) 283-0077	4-6 Weeks	Minimum 18 years of age with a valid Class 5 Alberta operator's license. Medical examination required.
Driver Training - Class 1 (Tractor/Trailer)	**Academy of Professional Driving Ltd.** High River (Main) (403) 652-3485	10-20 Hours (in truck) optional 40 Hours (classroom)	Minimum 18 years of age with a valid Class 5 Alberta operator's license. Medical examination required.
Driver Training - Class 1 (Tractor/Trailer)	**Ace Driving School Inc.** Edmonton (Main) (780) 486-5090	Varies	Minimum 18 years of age with a valid Class 5 Alberta operator's license. Medical examination required.
Driver Training - Class 1 (Tractor/Trailer)	**Alberta Big Rig Driver Education - Edmonton North** Edmonton (Main) (780) 496-9416	44 Hours classroom, 10 Hours assessment driving, 80 Hours practicum (advanced courses may specialize in city pick-up and delivery, highway, or oilfield)	Minimum 18 years of age with a valid Class 1 Alberta operator's license. Medical examination required. Preferably no impaired violations.

DRIVER TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Driver Training - Class 1 (Tractor/Trailer)			
Driver Training - Class 1 (Tractor/Trailer)	**Alberta Professional Driving School Ltd.** Calgary (Main) (403) 250-8800	Varies	Minimum 18 years of age with a valid Class 5 Alberta operator's license. Medical exam required.
Driver Training - Class 1 (Tractor/Trailer)	**Alberta Safe Driving School** Edmonton (Main) (780) 413-4567	Varies	Minimum 18 years of age with a valid Class 5 Alberta operator's license. Medical examination required.
Driver Training - Class 1 (Tractor/Trailer)	**Alberta Transport Driving School** Edmonton (Main) (780) 414-0303	45 - 60 Hours	Minimum 18 years of age with a valid Class 5 Alberta operator's license. Medical exam required.
Driver Training - Class 1 (Tractor/Trailer)	**Alberta Transport Training Academy** Edmonton (Main)	Varies	Minimum 18 years of age with a valid Class 5 Alberta operator's license. Medical examination required. No more than six demerits.
Driver Training - Class 1 (Tractor/Trailer)	**Alliance Training Group - Calgary** Calgary (Main) (403) 255-0743 Toll Free 1-888-844-0609	Varies	Valid Alberta Class 1 Driver Licence.
Driver Training - Class 1 (Tractor/Trailer)	**Art's Driver Education** Edmonton (Main) (780) 489-3092	Varies	Minimum 18 years of age with a valid Class 5 Alberta operator's license. Medical examination required.
Driver Training - Class 1 (Tractor/Trailer)	**B.R.F. Driver Training Services** Calgary (Main) (403) 234-7872	1 - 80 Hours	Minimum 18 years of age with a valid Class 5 Alberta operator's license. Medical examination required.
Driver Training - Class 1 (Tractor/Trailer)	**Black Dog Professional Driver Education** Edmonton (Main) (780) 449-4541	1 - 6 Weeks	Minimum 18 years of age, with a valid Class 5 or better Alberta operator's license. Medical exam required.
Driver Training - Class 1 (Tractor/Trailer)	**CCA Truck Driver Training Ltd.** Calgary (Main) (403) 253-3004	40 Hours (class) 70 Hours (truck) (includes long distance highway and general transport)	Minimum 18 years of age with a valid Class 5 Alberta operator's license, a current abstract with no more than six demerits, bondable, Grade 10 or equivalent, and a medical examination.

DRIVER TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Driver Training - Class 1 (Tractor/Trailer)			
Driver Training - Class 1 (Tractor/Trailer)	**CCA Truck Driver Training Ltd.** Calgary (Main) (403) 253-3004	6 Weeks -Advanced course (120 hours) includes long distance highway driving and general transport operation	Minimum 18 years of age with a valid Class 5 Alberta operator's license. Abstract required, with no more than six demerits and no criminal convictions. Grade 10 and a medical examination required.
Driver Training - Class 1 (Tractor/Trailer)	**Cameron Driver Education Ltd., Edmonton South** Edmonton (Main) (780) 413-0333	Long Advanced 88 Hours (in truck) 36 Hours (classroom)	Screening interview for employability, preferred minimum 18 years of age, and valid Class 5 license with acceptable record. A good work history an asset. Provincial medical and testing requirements to be met.
Driver Training - Class 1 (Tractor/Trailer)	**Cameron Driver Education Ltd., Edmonton South** Edmonton (Main) (780) 413-0333	Advanced - 154 Hours (in truck) 36 Hours (classroom)	Screening interview for employability, preferred minimum 18 years of age, and valid Class 5 license with acceptable record. A good work history an asset. Provincial medical and testing requirements to be met.
Driver Training - Class 1 (Tractor/Trailer)	**Cameron Driver Education Ltd., Edmonton West** Edmonton (Main) (780) 413-1797 Toll Free 1-800-661-7031	Long Advanced - 88 Hours (in truck) 36 Hours (classroom)	Screening interview for employability, preferred minimum 25 years of age, and valid Class 5 license with acceptable record. A good work history an asset. Provincial medical and testing requirements to be met.
Driver Training - Class 1 (Tractor/Trailer)	**Cameron Driver Education Ltd., Edmonton West** Edmonton (Main) (780) 413-1797 Toll Free 1-800-661-7031	Advanced - 154 Hours (in truck) 36 Hours (classroom)	Screening interview for employability, preferred minimum 18 years of age, and valid Class 5 license with acceptable record. A good work history an asset. Provincial medical and testing requirements to be met.
Driver Training - Class 1 (Tractor/Trailer)	**Cameron Driver Education Ltd., Grande Prairie** Grande Prairie (Main) Toll Free 1-800-387-5106	Advanced - 154 Hours (in truck) 36 Hours (classroom)	Screening interview for employability, preferred minimum 18 years of age, and valid Class 5 license with acceptable record. A good work history an asset. Provincial medical and testing requirements to be met.

DRIVER TRAINING

Driver Training - Class 1 (Tractor/Trailer)

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Driver Training - Class 1 (Tractor/Trailer)	**Cameron Driver Education Ltd., Grande Prairie** Grande Prairie (Main) Toll Free 1-800-387-5106	Long Advanced - 88 Hours (in truck) 36 Hours (classroom)	Screening interview for employability, preferred minimum 18 years of age, and valid Class 5 license with acceptable record. A good work history an asset. Provincial medical and testing requirements to be met.
Driver Training - Class 1 (Tractor/Trailer)	**Cameron Driver Education Ltd., Red Deer** Red Deer (Main) Toll Free 1-888-343-4711	Advanced 154 Hours (in truck) 36 Hours (classroom)	Screening interview for employability, preferred minimum 18 years of age, and valid Class 5 license with acceptable record. A good work history an asset. Provincial medical and testing requirements to be met.
Driver Training - Class 1 (Tractor/Trailer)	**Cameron Driver Education Ltd., Red Deer** Red Deer (Main) Toll Free 1-888-343-4711	Long Advanced 88 Hours (in truck) 36 Hours (classroom)	Screening interview for employability, preferred minimum 18 years of age, and valid Class 5 license with acceptable record. A good work history an asset. Provincial medical and testing requirements to be met.
Driver Training - Class 1 (Tractor/Trailer)	**Capilano Truck Driver Training Institute, South Edmonton** Edmonton (Main) (780) 463-9664	Varies (22 Hours-103 Hours)	Minimum 18 years of age with a valid Class 5 Alberta operator's license. Medical exam required.
Driver Training - Class 1 (Tractor/Trailer)	**Class 1 Driving School Ltd. - Lethbridge** Lethbridge (Main) (403) 327-3144	2, 4 or 6 Weeks	18 years of age with a valid Class 5 Alberta operator's license. Medical examination required.
Driver Training - Class 1 (Tractor/Trailer)	**Class 1 Driving School Ltd. - Medicine Hat** Medicine Hat (Main) (403) 527-4958	2, 4 or 6 Weeks	Minimum 18 years of age with a valid Class 1 Alberta operator's license. Medical examination required.
Driver Training - Class 1 (Tractor/Trailer)	**Delta Driving School Ltd.** Calgary (Main) (403) 735-6108	Basic - 22-52 Hours (truck); Advanced - 122 Hours	Minimum 18 years of age with a valid Class 5 Alberta operator's license. Medical examination required.
Driver Training - Class 1 (Tractor/Trailer)	**Eagle Spirit Driver Education Ltd.** Cold Lake (Main) (780) 594-4176 Toll Free 1-888-594-4176	3-4 Weeks	MInimum 18 years of age with a valid Class 5 Alberta operator's license. Medical examination rquired. Abstract and written test required.

DRIVER TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Driver Training - Class 1 (Tractor/Trailer)			
Driver Training - Class 1 (Tractor/Trailer)	**Foothills Driver Education, Calgary** Calgary (Main) (403) 288-8988	5 Days - 5 weeks	Minimum 18 years of age with a valid Class 5 Alberta operator's license. Medical examination required. Must speak fluent English.
Driver Training - Class 1 (Tractor/Trailer)	**Golden Arrow Driver Education Ltd.** Edmonton (Main) (780) 447-2445	30 Hours (in truck) 20 Hours (classroom)	Minimum 18 years of age with a valid Class 5 Alberta operator's license. Medical examination required. No criminal convictions. Sponsorship verification required, if student is sponsored.
Driver Training - Class 1 (Tractor/Trailer)	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408	180 hours (4 Weeks)	Completion of Grade 9 (or equivalent with approval), 18 years of age, physically fit, driver's abstract, valid Class 3 or 5 Alberta license and practical driving test, standard transmission experience, and an Alberta Motor Vehicle operator's medical examination.
Driver Training - Class 1 (Tractor/Trailer)	**Mike's Driver Education Ltd.** Edmonton (Main) (780) 473-4347 Toll Free 1-800-869-7336	-118 Hours -250 Hours	Minimum 18 years of age with two years of Class 5 Alberta operator's license driving experience. Applicants must submit a current (within 30 days) abstract with no more than three moving violations, no demerit suspensions, and no criminal code convictions. Prefer Grade 10. Minimum Math 13 (Math 33 preferred) and English 10. Typing 10 recommended. Prefer over the age of 21 or have completed job research.
Driver Training - Class 1 (Tractor/Trailer)	**Northern Lakes College** High Prairie (780) 523-6690	4-6 Weeks	Minimum 18 years of age with a valid Class 5 Alberta operator's license with no more than seven demerits. Medical examination required. Check our website for more information.
Driver Training - Class 1 (Tractor/Trailer)	**Portage College** Lac La Biche (Main) (780) 623-5580	45 Hours (classroom) 28 Hours (road)	Minimum- valid Class 5 Alberta operator's license. 18 Year of age. Grade 9 or equivalent (with Program Director approval). Current driver's abstract, Class 1 Alberta Motor Vehicle operator's medical exam.

DRIVER TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Driver Training - Class 1 (Tractor/Trailer)			
Driver Training - Class 1 (Tractor/Trailer)	**S.K. Driver Training Ltd.** Lethbridge (Main) Toll Free 1-800-704-8349	6 Weeks	Minimum 18 years of age with a valid Class 5 Alberta operator's license. Medical examination required.
Driver Training - Class 1 (Tractor/Trailer)	**Start-Rite Driver Education Ltd.** Grande Prairie (Main) (780) 532-0173	10 - 50 Hours	Minimum 18 years of age with a valid Class 5 Alberta operator's license. Medical exam required. No more than 7 demerits and no present license suspensions.
Driver Training - Class 1 (Tractor/Trailer)	**Sturgeon Defensive Driving School** Bon Accord (Main) (780) 942-4220	Varies	Minimum 18 years of age with a valid Class 5 Alberta operator's license. Medical examination required.
Driver Training - Class 1 (Tractor/Trailer)	**W.T. Safety Truck Driving School** Calgary (Main) (403) 720-0001	Varies 101-134 Hours	Minimum 18 years of age with a valid Class 5 Alberta operator's license. Medical examination required.
Driver Training - Class 2 (School Bus)			
Driver Training - Class 2 (Bus)	**W.T. Safety Truck Driving School** Calgary (Main) (403) 720-0001	20 Hours	Minimum 18 years of age with a valid Class 5 Alberta operator's license.
Driver Training - Class 2 (School Bus)	**"A" Driving School** Calgary (Main) (403) 283-0077	3 Days	Minimum 18 years of age with a valid Class 5 Alberta operator's license. Medical examination required.
Driver Training - Class 2 (School Bus)	**Alberta Transport Driving School** Edmonton (Main) (780) 414-0303	10-12 Classes and 2 Hours Driving	Minimum 18 years of age with a valid Class 5 Alberta operator's license. Medical exam required.
Driver Training - Class 2 (School Bus)	**Alliance Training Group - Calgary** Calgary (Main) (403) 255-0743 Toll Free 1-888-844-0609	8 - 16 Hours (classroom) and 10 Hours (driving)	Valid Alberta Class 1 Driver Licence
Driver Training - Class 2 (School Bus)	**Briggs Driver Education School** Edmonton (Main) (780) 473-7670	12-20 Hours driving	Minimum 18 years of age with a valid Class 5 Alberta operator's license. Medical examination required.
Driver Training - Class 2 (School Bus)	**Class 1 Driving School Ltd. - Lethbridge** Lethbridge (Main) (403) 327-3144	1-2 Weeks	Minimum 18 years of age with a valid Class 5 Alberta operator's license. Medical exam required.

DRIVER TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Driver Training - Class 2 (School Bus)			
Driver Training - Class 2 (School Bus)	**Class 1 Driving School Ltd. - Medicine Hat** Medicine Hat (Main) (403) 527-4958	1-2 Weeks	Minimum 18 years of age with a valid Class 5 Alberta operator's license. Medical exam required.
Driver Training - Class 2 (School Bus)	**Foothills Driver Education, Calgary** Calgary (Main) (403) 288-8988	Varies (3 - 10 Days)	Minimum 18 years of age with a valid Class 5 Alberta operator's license. Medical examination required. Must speak fluent English.
Driver Training - Class 2 (School Bus)	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408	3 Weeks (includes Q and S endorsement)	Minimum 18 years of age with a valid Class 5 Alberta operator's license. Grade 9 or equivalent with approval. Alberta Motor Vehicle operator's medical examination required. Must submit current driver's abstract and have standard transmission experience.
Driver Training - Class 3 (Single Unit 3-Axle Truck)			
Driver Training - Class 3 (Single Unit 3-Axle Truck)	**"A" Driving School** Calgary (Main) (403) 283-0077	1 Week	Minimum 18 years of age with a valid Class 5 Alberta operator's license.
Driver Training - Class 3 (Single Unit 3-Axle Truck)	**Academy of Professional Driving Ltd.** High River (Main) (403) 652-3485	10 Hours (in truck) optional 40 Hours (classroom)	Minimum 18 years of age with a valid Class 5 Alberta operator's license.
Driver Training - Class 3 (Single Unit 3-Axle Truck)	**Ace Driving School Inc.** Edmonton (Main) (780) 486-5090	Varies	Minimum 18 years of age with a valid Class 5 Alberta operator's license.
Driver Training - Class 3 (Single Unit 3-Axle Truck)	**Alberta Big Rig Driver Education - Edmonton North** Edmonton (Main) (780) 496-9416	20 Hours training and 30 Hours classroom	Minimum 18 years of age with a valid Class 5 Alberta operator's license. Preferably no impaired violations.
Driver Training - Class 3 (Single Unit 3-Axle Truck)	**Alberta Professional Driving School Ltd.** Calgary (Main) (403) 250-8800	Varies	Minimum 18 years of age with a valid Class 5 Alberta operator's license.
Driver Training - Class 3 (Single Unit 3-Axle Truck)	**Alberta Safe Driving School** Edmonton (Main) (780) 413-4567	Varies	Minimum 18 years of age with a valid Class 5 Alberta operator's license.

DRIVER TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Driver Training - Class 3 (Single Unit 3-Axle Truck)			
Driver Training - Class 3 (Single Unit 3-Axle Truck)	**Alberta Transport Driving School** Edmonton (Main) (780) 414-0303	10 Hours	Minimum 18 years of age with a valid Class 5 Alberta operator's license.
Driver Training - Class 3 (Single Unit 3-Axle Truck)	**Alberta Transport Training Academy** Edmonton (Main)	Varies (approximately two weeks)	Minimum 18 years of age with a valid Class 5 Alberta operator's license. No more than six demerits.
Driver Training - Class 3 (Single Unit 3-Axle Truck)	**Alliance Training Group - Calgary** Calgary (Main) (403) 255-0743 Toll Free 1-888-844-0609	26 Hours	Minimum 18 years of age with a valid Class 5 Alberta operator's license.
Driver Training - Class 3 (Single Unit 3-Axle Truck)	**Art's Driver Education** Edmonton (Main) (780) 489-3092	Varies (Approx. 2 Weeks)	Minimum 18 years of age with a valid Class 5 Alberta operator's license.
Driver Training - Class 3 (Single Unit 3-Axle Truck)	**B.R.F. Driver Training Services** Calgary (Main) (403) 234-7872	1 - 20 Hours	Minimum 18 years of age with a valid Class 5 Alberta operator's license.
Driver Training - Class 3 (Single Unit 3-Axle Truck)	**Black Dog Professional Driver Education** Edmonton (Main) (780) 449-4541	1 - 6 Weeks	Minimum 18 years of age, with a valid Class 5 or better Alberta operator's license.
Driver Training - Class 3 (Single Unit 3-Axle Truck)	**CCA Truck Driver Training Ltd.** Calgary (Main) (403) 253-3004	Approx. 1 Week 12 Hours (in truck) 12 hours (air brakes)	Minimum 18 years of age with a valid Class 5 Alberta operator's license.
Driver Training - Class 3 (Single Unit 3-Axle Truck)	**Cameron Driver Education Ltd., Edmonton South** Edmonton (Main) (780) 413-0333	14-20 Hours (in truck) 36 Hours (classroom)	Minimum 18 years of age with a valid Class 5 Alberta operator's license.
Driver Training - Class 3 (Single Unit 3-Axle Truck)	**Cameron Driver Education Ltd., Edmonton West** Edmonton (Main) (780) 413-1797 Toll Free 1-800-661-7031	14 - 20 Hours (in truck) 36 Hours (classroom)	Minimum 18 years of age with a valid Class 5 Alberta operator's license.

DRIVER TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Driver Training - Class 3 (Single Unit 3-Axle Truck)			
Driver Training - Class 3 (Single Unit 3-Axle Truck)	**Cameron Driver Education Ltd., Grande Prairie** Grande Prairie (Main) Toll Free 1-800-387-5106	14 - 20 Hours (in truck) 36 Hours (classroom)	Minimum of 18 years of age with a valid Class 5 Alberta operator's license.
Driver Training - Class 3 (Single Unit 3-Axle Truck)	**Cameron Driver Education Ltd., Red Deer** Red Deer (Main) Toll Free 1-888-343-4711	14-20 Hours (in truck) 36 Hours (classroom)	Minimum 18 years of age with a valid Class 5 Alberta operator's license.
Driver Training - Class 3 (Single Unit 3-Axle Truck)	**Capilano Truck Driver Training Institute, South Edmonton** Edmonton (Main) (780) 463-9664	Varies (22 Hours-46 Hours)	Minimum 18 years of age with a valid Class 5 Alberta operator's license.
Driver Training - Class 3 (Single Unit 3-Axle Truck)	**Class 1 Driving School Ltd. - Lethbridge** Lethbridge (Main) (403) 327-3144	2, 4 or 6 Weeks	Minimum 18 years of age with a valid Class 5 Alberta operator's license.
Driver Training - Class 3 (Single Unit 3-Axle Truck)	**Class 1 Driving School Ltd. - Medicine Hat** Medicine Hat (Main) (403) 527-4958	2, 4 or 6 Weeks	Minimum 18 years of age with a valid Class 5 Alberta operator's license.
Driver Training - Class 3 (Single Unit 3-Axle Truck)	**Delta Driving School Ltd.** Calgary (Main) (403) 735-6108	20 Hours	Minimum 18 years of age with a valid Class 5 Alberta operators license.
Driver Training - Class 3 (Single Unit 3-Axle Truck)	**Eagle Spirit Driver Education Ltd.** Cold Lake (Main) (780) 594-4176 Toll Free 1-888-594-4176	3 - 4 Weeks	Minimum 18 years of age with a valid Class 5 Alberta operator's license. Abstract and written test required.
Driver Training - Class 3 (Single Unit 3-Axle Truck)	**Foothills Driver Education, Calgary** Calgary (Main) (403) 288-8988	Varies (3 - 10 Days)	Minimum 18 years of age with a valid Class 5 Alberta operator's license. Must speak fluent English.
Driver Training - Class 3 (Single Unit 3-Axle Truck)	**Golden Arrow Driver Education Ltd.** Edmonton (Main) (780) 447-2445	15 Hours (in truck) 20 Hours (classroom)	Minimum 18 years of age with a valid Class 5 Alberta operator's license. No criminal convictions. Sponsorship verification required, if student is sponsored.

DRIVER TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Driver Training - Class 3 (Single Unit 3-Axle Truck)			
Driver Training - Class 3 (Single Unit 3-Axle Truck)	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408	180 Hours (4 Weeks)	Completion of Grade 9 (or equivalent with approval), 18 years of age, physically fit, current Driver's abstract, valid Class 5 Alberta license, standard transmission experience, and medical questionnaire.
Driver Training - Class 3 (Single Unit 3-Axle Truck)	**Mike's Driver Education Ltd.** Edmonton (Main) (780) 473-4347 Toll Free 1-800-869-7336	32 Hours Approx. 2 Weeks 16 Hours (in truck) 16 Hours (classroom)	Minimum 18 years of age with two years of Class 5 Alberta operator's license driving experience. No suspensions and no more than six demerits and three convictions. Minimum Grade 10. Typing 10 recommended. Prefer over the age of 21 or have completed job research.
Driver Training - Class 3 (Single Unit 3-Axle Truck)	**Portage College** Lac La Biche (Main) (780) 623-5580	45 Hours (classroom) 14 Hours (road)	Minimum- valid Class 5 Alberta operator's license. 18 Year of age. Grade 9 or equivalent (with Program Director approval). Current driver's abstract, Class 1 Alberta Motor Vehicle operator's medical exam.
Driver Training - Class 3 (Single Unit 3-Axle Truck)	**S.K. Driver Training Ltd.** Lethbridge (Main) Toll Free 1-800-704-8349	1 Week	Minimum 18 years of age with a valid Class 5 Alberta operator's license.
Driver Training - Class 3 (Single Unit 3-Axle Truck)	**Start-Rite Driver Education Ltd.** Grande Prairie (Main) (780) 532-0173	10 - 50 Hours	Minimum 18 years of age with a valid Class 5 Alberta operator's licence. No more than 7 demerits and no present license suspension.
Driver Training - Class 3 (Single Unit 3-Axle Truck)	**Sturgeon Defensive Driving School** Bon Accord (Main) (780) 942-4220	Varies	Minimum 18 years of age with a valid Class 5 Alberta operator's license.
Driver Training - Class 3 (Single Unit 3-Axle Truck)	**W.T. Safety Truck Driving School** Calgary (Main) (403) 720-0001	Varies	Minimum 18 years of age with a valid Class 5 Alberta operator's license.

DRIVER TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Driver Training - Extended Length Vehicle			
Driver Training - Extended Length Vehicle	**Alberta Transport Training Academy** Edmonton (Main)	1 - 2 Days (classroom and driving combined)	Holder of a Class 1 Alberta operator's license with a Q endorsement (airbrake), no more than eight demerits, no license suspensions in the last three years, and a minimum of two years and/or 150 000km of tractor- trailer driving experience.
Driver Training - Extended Length Vehicle	**Art's Driver Education** Edmonton (780) 489-3092 (Main)	3 1/2 Hours (classroom) 3 Hours (in truck)	Holder of a valid Class 1 Alberta operator's license with a Q endorsement (airbrake), driver's abstract with no more than eight demerits and no license suspensions in the last three years and a letter from the student's employer verifying a minimum of two years and/or 150,000 kilometres of tractor- trailer driving experience within the last two years. Must have attained PDI course within the last 2 years.
Driver Training - Extended Length Vehicle	**Black Dog Professional Driver Education** Edmonton (780) 449-4541 (Main)	2 Days	Holder of a Class 1 operator's license with a Q Endorsement (airbrake), no more than eight demerits, no license suspensions in the last three years, and a minimum of two years and/or 150 000km of tractor-trailer driving experience.
Driver Training - Extended Length Vehicle	**CCA Truck Driver Training Ltd.** Calgary (Main) (403) 253-3004	4 Hours (in class) 3 Hours (road test)	Holder of a Class 1 Alberta operator's license with a Q endorsement (airbrake), no more than eight demerits, no license suspensions in the last three years, and a minimum of two years and/or 150,000 kilometres of tractor-trailer driving experience. PDIC course within last 4 years and a medical within the last 2 years.
Driver Training - Extended Length Vehicle	**Cameron Driver Education Ltd., Edmonton South** Edmonton (780) 413-0333 (Main)	4 Hours (classroom) 6 Hours (road test)	Holder of a valid Class 1 Alberta operator's license with an airbrake certificate, no more than eight demerits, no license suspensions in the last three years, and a minimum of two years and/or 150,000 kilometres of tractor-trailer driving experience.

DRIVER TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Driver Training - Extended Length Vehicle			
Driver Training - Extended Length Vehicle	**Cameron Driver Education Ltd., Edmonton West** Edmonton (Main) (780) 413-1797 Toll Free 1-800-661-7031	4 Hours (classroom) 6 Hours (road test)	Holder of a Class 1 Alberta operator's license with an airbrake certificate, no more than eight demerits, no license suspensions in the last three years, and a minimum of two years and/or 150,000 kilometres of tractor-trailer driving experience.
Driver Training - Extended Length Vehicle	**Cameron Driver Education Ltd., Grande Prairie** Grande Prairie (Main) Toll Free 1-800-387-5106	4 Hours (classroom) 6 Hours (road test)	Holder of a Class 1 Alberta operator's license with an airbrake certificate, no more than eight demerits, no license suspensions in the last three years, and a minimum of two years and/or 150,000 kilometers of tractor-trailer driving experience.
Driver Training - Extended Length Vehicle	**Cameron Driver Education Ltd., Red Deer** Red Deer (Main) Toll Free 1-888-343-4711	4 Hours (classroom) 6 Hours (road test)	Holder of a Class 1 Alberta operator's license with an airbrake certificate, no more than eight demerits, no license suspensions in the last three years, and a minimum of two years and/or 150,000 kilometres of tractor-trailer driving experience.
Driver Training - Extended Length Vehicle	**Class 1 Driving School Ltd. - Medicine Hat** Medicine Hat (Main) (403) 527-4958	8 Hours (1 Course)	Holder of a Class 1 operator's license with airbrake endorsement, no more than eight demerits, no license suspensions in the last three years, and a minimum of two years and/or 150,000 kilometers of tractor-trailer driving experience.
Driver Training - Extended Length Vehicle	**Eagle Spirit Driver Education Ltd.** Cold Lake (Main) (780) 594-4176 Toll Free 1-888-594-4176	2 Days	Holder of a valid Class 1 Alberta operator's license witha Q Endorsement (airbrake), no more than eight demerits, no license suspensions in the last three years, and a minimum of two years and/or 150,000 kilometres of tractor-trailer driving experience.
Driver Training - Extended Length Vehicle	**Foothills Driver Education, Calgary** Calgary (Main) (403) 288-8988	2 Days	Holder of a valid Class 1 Alberta operator's license with a Q Endorsement (airbrake), no more than eight demerits, no license suspensions in the last three years, and a minimum of two years and/or 150 000 km of tractor-trailer driving experience. Must speak fluent English.

DRIVER TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Driver Training - Extended Length Vehicle			
Driver Training - Extended Length Vehicle	**Golden Arrow Driver Education Ltd.** Edmonton (Main) (780) 447-2445	8 Hours	Valid Alberta Class 1 Drivers Licence.
Driver Training - Extended Length Vehicle	**Mike's Driver Education Ltd.** Edmonton (Main) (780) 473-4347 Toll Free 1-800-869-7336	1 Day	Applicant must meet industry requirements.
Driver Training - Extended Length Vehicle	**S.K. Driver Training Ltd.** Lethbridge (Main) Toll Free 1-800-704-8349	4 Hours (classroom) 3 Hours (Truck)	Holder of a Class 1 operator's license with a Q Endorsement (airbrake), no more than eight demerits, no license suspensions in the last three years, and a minimum of two years and/or 150,000 kilometres of tractor-trailer driving experience.
Extended Transport Driver Training	**Alberta Transport Driving School** Edmonton (Main) (780) 414-0303	6 Hours classroom and 2 Hours driving	Class 1 operator's license with Q endorsement (airbrake). No more than 6 demerits, no license suspensions in that last 3 years, and a minimum of 2 years and/or 150 000km of tractor/trailer experience.
Driver Training - School Bus (S) Endorsement			
Driver Training - School Bus (S) Endorsement	**Briggs Driver Education School** Edmonton (Main) (780) 473-7670	23 Hours (classroom) 2 Hours (road test)	Minimum 18 years of age with a valid Class 2 and 5 Alberta operator's license. Medical examination, security clearance and First Aid Certification are required.
Driver Training - School Bus (S) Endorsement	**Class 1 Driving School Ltd. - Medicine Hat** Medicine Hat (Main) (403) 527-4958	5 Days	Minimum 18 years of age with a valid Class 2 Alberta operator's license.
Driver Training - School Bus (S) Endorsement	**Foothills Driver Education, Calgary** Calgary (Main) (403) 288-8988	3 Days	Holder of a valid Class 1 or 2 Alberta operator's license. Minimum age 18. Must speak fluent English.
Driver Training - School Bus (S) Endorsement	**Lakeland College** Vermilion (780) 853-8420 Toll Free 1-800-661-6490	16 Hours	Minimum 18 years of age.

DRIVER TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Driving Instructor			
Air Brake Certification Instructor (HE05)	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	30 Hours	Students must be cleared by the Alberta Infrastructure prior to registering for this course. See Calendar for individual course prerequisites. www.nait.ab.ca/coned
Driving Instructor	**"A" Driving School** Calgary (Main) (403) 283-0077	2 Months (Class I Instructor) 4-6 Weeks (Class 5)	Holder of a valid Class 1, 2 or 4 Alberta operator's license, no more than six demerits, no license suspensions in the last two years and no criminal record. Minimum of three years experience operating vehicles of the type in which instruction is to be given.
Driving Instructor	**ABC Defensive Driving School** Edmonton (Main) (780) 448-1599	2 Months	Holder of a valid Class 1, 2 or 4 Alberta operator's license, no more than six demerits and no license suspensions in the last two years. Minimum of two years of experience operating vehicles of the type in which instruction is to be given.
Driving Instructor Specialization in: - Class 5 Instructor Training	**ABC Driving Academy Ltd.** Calgary (Main) (403) 276-3938	6-8 Weeks	Holder of a Class 1, 2, or 4 operator's license, no more than three demerits, and no license suspensions in the last two years. Minimum of three years of experience operating vehicles of the type in which instruction is to be given.
Driving Instructor	**ATSAFETY Services Inc.** Sherwood Park (Main) (780) 417-3777	Varies	Holder of a valid Class 1, 2 or 4 Alberta operator's license, no more than six demerits and no license suspensions in the last two years. Minimum of three years of experience operating vehicles of the type in which instruction is to be given.
Driving Instructor	**Airdrie Driving School** Airdrie (Main) (403) 948-2120	86 Hours (26 hours classroom, 20 hours one-on-one instruction, 40 hours observation)	Holder of a valid Class 1, 2 or 4 Alberta operator's license, no more than six demerits and no license suspensions in the last two years. Minimum of three years of experience operating vehicles of the type in which instruction is to be given.

DRIVER TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Driving Instructor			
Driving Instructor Specialization in: Class 1 (Tractor/Trailer) Class 3 Truck (Single)	**Alberta Big Rig Driver Education - Edmonton North** Edmonton (Main) (780) 496-9416	44 Hours classroom, 90 Hours practicum (in car)	Valid Class 1 Alberta operator's license with a minimum of 3 years experience. No more than 6 demerits.
Driving Instructor	**Alberta Institute of Driving Instructors** Edmonton (Main) (780) 474-3485	Varies	Holder of a valid Class 1, 2 or 4 Alberta operator's license, no more than six demerits and no license suspensions in the last two years. Minimum of three years of experience operating vehicles of the type in which instruction is to be given (Class 5).
Driving Instructor	**Alberta Motor Association** Edmonton (Main) (780) 474-8620 Calgary (403) 240-5456 Grande Prairie (780) 831-7169 Lethbridge (403) 380-5230 Medicine Hat (403) 502-5221 Red Deer (403) 340-6745	Varies	Holder of a valid Class 1, 2 or 4 Alberta operator's license, no more than 3 demerits and no license suspensions in the last two years. Minimum of three years of experience operating vehicles of the type in which instruction is to be given.
Driving Instructor	**Alberta Safe Driving School** Edmonton (Main) (780) 413-4567	Varies	Holder of a valid Class 1, 2 or 4 Alberta operator's license, no more than six demerits and no license suspensions in the last two years. Minimum of three years of experience operating vehicles of the type in which instruction is to be given (Class 1,3,5).
Driving Instructor	**Alberta Safety Council** Edmonton (Main) (780) 428-7555 Toll Free 1-800-301-6407	Varies	Holder of a valid Class 1, 2, or 4 Alberta operator's license, no more than six demerits and no license suspensions in the last two years.
Driving Instructor	**Alberta Transport Training Academy** Edmonton (Main)	70 Hours	Holder of a valid Class 1, 2 or 4 Alberta opertor's license, no more than six demerits and no license suspensions in the last two years. Minimum of three years of experience operating vehicles of the type in which instruction os to be given.
Driving Instructor	**Allstar Driving School** Edmonton (Main) (780) 474-3679	Varies	Holder of a valid Class 1, 2 or 4 Alberta operator's license, no more than six demerits and no license suspensions in the last two years.

DRIVER TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Driving Instructor			
Driving Instructor	**CCA Truck Driver Training Ltd.** Calgary (Main) (403) 253-3004	Contact School.	Holder of a valid Class 1, 2 or 4 Alberta Operator's Licence, no more than 6 demerits, no license suspensions in the last two years and no criminal record. Minimum of three years experience operating vehicles of the type in which instruction is to be given.
Driving Instructor	**Cameron Driver Education Ltd., Edmonton South** Edmonton (Main) (780) 413-0333	5-6 Weeks (Class 1, Class 3 or Extended Length)	Holder of a valid Class 1 Alberta operator's license, no more than six demerits and no license suspensions in the last two years. Minimum of five years of experience operating vehicles of the type in which instruction is to be given. (Three years of experience is acceptable with a trade certificate.) Interview is required.
Driving Instructor	**Cameron Driver Education Ltd., Edmonton West** Edmonton (Main) (780) 413-1797 Toll Free 1-800-661-7031	5 - 6 Weeks (Class 1, Class 3 or Extended Length)	Holder of a valid Class 1 Alberta operator's license, no more than six demerits and no license suspensions in the last two years. Minimum of five years of experience operating vehicles of the type in which instruction is to be given. (Three years of experience is acceptable with a trade certificate) Interview is required.
Driving Instructor	**Cameron Driver Education Ltd., Grande Prairie** Grande Prairie (Main) Toll Free 1-800-387-5106	5 - 6 Weeks (Class 1, Class 3 or Extended Length)	Holder of a valid Class 1 Alberta operator's license, no more than six demerits and no license suspensions in the last two years. Minimum of five years of experience operating vehicles of the type in which instruction is to be given. (Three years of experience is acceptable with a trade certificate) Interview is required.
Driving Instructor	**Cameron Driver Education Ltd., Red Deer** Red Deer (Main) Toll Free 1-888-343-4711	5-6 Weeks (Class 1, Class 3 or Extended Length)	Holder of a valid Class 1 Alberta operator's license, no more than six demerits and no license suspensions in the last two years. Minimum of five years of experiencc operating vehicles of the type in which instruction is to be given. (Three years of experience is acceptable with a trade certificate.) Interview is required.

DRIVER TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Driving Instructor			
Driving Instructor	**Canadian Driving School** Edmonton (Main) (780) 424-9543	70 Hours	Holder of a valid Class 4 Alberta operator's license, no more than six demerits and no license suspensions in the last two years. Minimum of three years of experience operating vehicles of the type in which instruction is to be given.
Driving Instructor	**Capilano Truck Driver Training Institute, South Edmonton** Edmonton (Main) (780) 463-9664	3-8 Weeks	Holder of a valid Class 1, 2, or 4 Alberta operator's license, no more than six demerits and no license suspensions in the last two years. Minimum of three years of experience operating vehicles of the type in which instruction is given.
Driving Instructor	**Chinook Driving Academy Ltd.** Calgary (Main) (403) 281-8050	110 Hours (Approx. 3 Weeks)	Holder of a valid Class 4 Alberta (minimum) operator's license, no more than six demerits and no license suspensions in the last two years. Minimum of three years of experience operating vehicles of the type in which instruction is to be given.
Driving Instructor	**Edmonton Safety Council** Edmonton (Main) (780) 462-7300 Toll Free 1-800-301-6407	Varies	Holder of a valid Class 1, 2 or 4 Alberta operator's license, no more than six demerits and no license suspensions in the last two years. Minimum of three years of experience operating vehicles of the type in which instruction is to be given.
Driving Instructor	**Foothills Driver Education, Calgary** Calgary (Main) (403) 288-8988	1 Month	Holder of a valid Class 1, 2 or 4 Alberta operator's license with no more than six demerits and no license suspensions in the last two years. Minimum of three years of experience operating vehicles of the type in which instruction is to be given. Must speak fluent English.
Driving Instructor	**Lakeland Driving School & Red Deer Driving School** Red Deer (Main) (780) 342-2344	Varies	Holder of a valid Class 1, 2 or 4 Alberta operator's license, no more than six demerits and no license suspensions in the last two years. Minimum of three years of experience operating vehicles of the type in which instruction is to be given.

DRIVER TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Driving Instructor			
Driving Instructor	**Mike's Driver Education Ltd.** Edmonton (Main) (780) 473-4347 Toll Free 1-800-869-7336	3 Months (200 - 300 Hours)	Holder of a valid Class 1 Alberta operator's license, no more than six demerits and no license suspensions in the last three years. Minimum of three years of experience operating vehicles of the type in which instruction is to be given. Must pass drug and alcohol test.
Driving Instructor	**Millwoods Driving School** Edmonton (Main) (780) 450-6423	15 Hours classroom, 10 Hours driving	Holder of a valid Class 1, 2, or 4 Alberta operator's license, no more than six demerits and no license suspensions in the last two years. Minimum of three years of experience operating vehicles of the type in which instruction is to be given.
Driving Instructor	**National Driving School** Edmonton (Main) (780) 413-1889	35 Hours (classroom) and 35 Hours (driving)	Holder of a valid Class 1, 2, or 4 Alberta operator's license, no more than six demerits and no license suspensions in the last two years. Minimum of three years experience operating vehicles of the type in which instruction is to be given.
Driving Instructor	**Punam Driving School** Edmonton (Main) (780) 436-6125	4-8 Weeks	Holder of a valid Class 1, 2, or 4 Alberta operator's license, no more than six demerits and no license suspensions in the last two years. Minimum of three years of experience operating vehicles of the type in which instruction is to be given. Interview required.
Driving Instructor	**R. Double 1 Driving School** Edmonton (Main) (780) 425-9803	75 Hours	Holder of a valid Class 1, 2, or 4 Alberta operator's license, no more than six demerits and no license suspensions in the last two years. Minimum of three years of experience operating vehicles of the type in which instruction is to be given.

DRIVER TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Driving Instructor			
Driving Instructor	**Royal Driving School (1990) Ltd.** Edmonton (780) 432-0969 (Main)	100 Hours (40 Hours classroom) (40 Hours in car) (20 Hours observation time)	Holder of a valid Class 1, 2 or 4 Alberta operator's license, no more than six demerits and no license suspensions in the last two years. Minimum of three years of experience operating vehicles of the type in which instruction is to be given.
Driving Instructor	**Sherwood Park Driving School** Sherwood Park (780) 467-4676 (Main)	60 Hours - 30 Hours (in classroom) 30 Hours (in car)	Holder of a valid Class 1, 2 or 4 Alberta operator's license, no more than six demerits and no license suspensions in the last two years. Minimum of three years of experience operating vehicles of the type in which instruction is to be given.
Driving Instructor	**Sunny's Driving School Ltd.** Edmonton (780) 424-5508 (Main)	35 Hours in class - 35 Hours on road	Holder of a valid Class 1, 2 or 4 Alberta operator's license, no more than six demerits and no license suspensions in the last two years. Minimum of three years of experience operating vehicles of the type in which instruction is to be given.
Driving Instructor	**Teen Plus Driving School Co. Ltd.** Sherwood Park (780) 467-4517 (Main)	30 Hours + 15 Hours classroom and 10 Hours driving	Holder of a valid Class 1, 2 or 4 Alberta operator's license, no more than six demerits and no license suspensions in the last two years. Minimum of three years of experience operating vehicles of the type in which instruction is to be given.
Driving Instructor	**Young Drivers of Canada - Calgary** Calgary (Main) (403) 266-4000	5 Weeks	Holder of a valid Class 1, 2 or 4 Alberta operator's license, no more than six demerits and no license suspensions in the last two years. Minimum of three years of experience operating vehicles of the type in which instruction is to be given.
Driving Instructor	**Young Drivers of Canada - Edmonton** Edmonton (780) 435-3422 (Main)	Varies	Holder of a valid Class 1, 2 or 4 Alberta operator's license, no more than six demerits and no license suspensions in the last two years. Minimum of three years of experience operating vehicles of the type in which instruction is to be given.

EDUCATION AND LIBRARY STUDIES

Adult Education and Workplace Learning

-Adult Educator
-Adult Learning
-Adult and Continuing Education
-Adult and Higher Education
-Continuing Education (Master of) Learning in the Workplace
-Master of Education
-Workplace Learning (Minor Program)

Distance Learning

-Distance Education
-Distance Education Technology - Advanced Graduate Diploma

Education, K-12

-Bachelor of Science/Bachelor of Education Combined Degree
-Education
-Education University Transfer
-Education University Transfer - Teacher Education North
-Education/Science University Transfer
-Elementary Education

Education, K-12 (French)

-Education

Education, K-12, Graduate Diploma or Degree

-Education
-Educational Policy Studies
-Educational Psychology
-Educational Research
-Elementary Education
-Secondary Education
-Technology Education

Library and Information Studies, Graduate

-Library and Information Studies

Library and Information Technology

-Information Management and Library Technology
-Library and Information Technology

Teacher Assistant

-Childhood Educational Assistant (Year I and Year II)
-Education Assistant
-Educational Assistant
-Special Needs Teacher Assistant
-Teacher Assistant

Teaching English as a Second Language

-Teaching English Abroad Transfer
-Teaching English as a Second Language Abroad

EDUCATION AND LIBRARY STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Adult Education and Workplace Learning			
Adult Educator Specialization in: - Principles of adult learning - Teaching techniques - Learning styles - Media for presentations - Fair tests - Classroom presentation skills - Assessing teaching and learning - Online facilitation	**Mount Royal College** Continuing Education (403) 240-6875	9 Course Certificate of Completion	18 years of ago or older.
Adult Learning Distance: Both Distance and Non-Distance Delivery in: Part-time evening and Saturday courses, Online - some courses are available via the Internet, Self-study	**University of Calgary** Faculty of Continuing Education (403) 220-6292	250 Hours Certificate (7 courses over 2 to 3 years of part-time study)	There are no formal educational requirements, however, applicants are expected to have experiences as an adult educator either as a volunteer or a professional, part-time or full-time, ranging from teaching in an institutions, supervising at work or parenting.
Adult and Continuing Education Distance: Both Distance and Non-Distance	**University of Alberta** Faculty Of Extension (780) 492-3116	250 Hours Certificate	High school diploma recommended but not required. A maximum of 50 hours of advanced standing may be awarded for prior learning or for transfer of credits.
Adult and Higher Education	**University of Alberta** Edmonton (Main) (780) 492-3113	2 Years (M.Ed.)	Bachelor's degree with a valid teaching certificate, successful teaching experience, and a grade point average of at least 6.5 in the last two undergraduate years.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Adult Education and Workplace Learning			
Continuing Education (Master of) Learning in the Workplace Distance: Both Distance and Non-Distance Delivery in: The program begins with a three-week face-to-face institute. Students will be introduced to the program and will complete their first two courses during the spring/summer institute. They will then return to the workplace to continue their study and projects. Computer-mediated communication will provide continuous access to instructors and other students between the face-to-face meetings. The second year will begin with a three week institute and follow a similar structure to the first year.	**University of Calgary** Faculty of Continuing Education (403) 220-6292	2 Years Master of Continuing Education (MCE)	Students in the MCE program will come from a variety of academic disciplines. They might be Corporate leaders, Human Resources professionals, Organizational Specialists, Technical or Non-Technical trainers, Educational managers or Education/Training consultants. The minimum required for admission to the Faculty of Graduate Studies is a baccalaureate degree from an accredited institution or equivalent with a GPC average of 3.0 on a 4-point scale over the last two undergraduate and/or graduate years (approx 10 FCE). Applicants must also have at least three years of work experience.

EDUCATION AND LIBRARY STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Adult Education and Workplace Learning			
Master of Education Specialization in: -Adult, Community and Higher Education -Curriculum, Teaching and Learning -Educational Leadership -Educational Technology Distance: Yes Delivery in: Web-based, audio-conferencing, face-to-face, or a combination of methods. Required on-campus component: 2 week course in Judy for students in the Adult Community and Higher Education specialization. Other specialization areas can be completed entirely by distance means although face-to-face course are available on the University of Calgary campus. In addition, some face-to-face courses are available on the Okanagan University College campus, in British Columbia. Note: The GDER on- campus and distance delivery courses are completely equivalent and interchangable in terms of standards, quality and recognition.	**University of Calgary** Centre for Distance Learning (403) 220-7364	2 Years or less (up to 6 calendar years from first registration are allowed for completion)	Program Requirements: www.educ.ucalgary.ca/gder/distance/require.html Admission Requirements: www.educ.ucalgary.ca/gder/distance/dadmit.html A University of Calgary four-year baccalaureate degree or an equivalent degree from a recognized institution. Minimum grade point average of 3.0 (based on a 4-point system) over the last two years of the undergraduate degree (10 full-course equivalents). Two years of teaching experience for the specialization areas of Curriculum, Teaching and Learning and Educational Leadership. Alternative professional experience is accepted for Educational Technology and Adult, Community and Higher Education. Three letters of reference. A personal statement. Completion of the Faculty of Graduate Studies application form and submission of a $60.00 Cdn non-refundable application fee (subject to change). Two official transcripts from all post-secondary institutions attended. For students required to prove proficiency in English, a TOEFL score of 580 (written test) or 237 (computer-based test).

EDUCATION AND LIBRARY STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Adult Education and Workplace Learning			
Workplace Learning (Minor Program) Distance: Both Distance and Non-Distance Delivery in: Online - some courses are available via the Internet, Correspondence Self-Study - available for some courses	**University of Calgary** Faculty of Continuing Education (403) 220-6292	400 Hours; Status of a Minor Program of study for students registered in an undergraduate degree program in the Faculties of General Studies, Humanities, Science, Social Sciences, Kinesiology and Fine Arts. Composed of 5 full course undergraduate degree credits.	Qualify for admission to one of three certificate programs. Management Certificate, Certificate in Adult Learning or Certificate in Career Development.
Distance Learning			
Distance Education Distance: Yes Delivery in: Various distance delivery and on-line modes are used. Courses are designed to for self-study either at home or workplace. Additionally, students use computer-mediated communications for conferences, e-mail, file transfers.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1.5 to 2 Years 42 credits Masters in Distance Education	Applicants must hold a three or four-year baccalaureate degree from a recognized post-secondary institution, or have completed Athabasca University's Advanced Graduate Diploma in Distance Education -- Technology. There are computer system requirements.
Distance Education Technology - Advanced Graduate Diploma Distance: Yes Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years 18 credits Advanced Graduate Diploma in Distance Eduacation (Technology)	Applicants must hold a baccalaureate degree from a recognized post-secondary institution.Credits from other institutions, completed before admission to the AGDDE(T) program and not used toward any other credential, may be accepted for advance credit toward the diploma. Students intending to submit transfer credits for consideration must make this intention clear in their letter of application, and should supply relevant transcripts with the application.

EDUCATION AND LIBRARY STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Education, K-12			
Bachelor of Science/Bachelor of Education Combined Degree Specialization in: - Science and Education - Secondary Education	**University of Alberta** Edmonton (Main) (780) 492-3113	5 Years Combined Degrees B.Sc./B.Ed.	Standard admission with English 30 (minimum grade of 60%), Mathematics 30 or Pure Mathematics 30, Biology 30, Chemistry 30, and one other approved Grade 12 subject. Physics 30 recommended.
Education Specialization in: - Elementary - Junior High School - Secondary Specializations (Biology, Business, English, History, Mathematics, Music, Religious Studies)	**Canadian University College** Lacombe (Main) (403) 782-3381 EXT 4142 Toll Free 1-800-661-8129	4 Years B.Ed. (in partnership with Union College, Lincoln Nebraska; degree issued by Union College)	High school diploma or equivalent with a minimum overall average of 60% and at least 50% in each of five appropriate Grade 12 subjects (English 30 required).
Education Specialization in: -Middle School	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630	Four Year Bachelor of Education Degree (granted by The University of Alberta)	This program is available to students who have completed the first two years of the BEd Elementary program or have completed an approved degree. Forty (40) students are selected on a competitive basis for admission into the program. (This is a collaborative degree where classroom study is on-site at Red Deer College and the degree is granted through the University of Alberta). Although all courses are taught on the campus of Red Deer College, application for this program must be made to the University of Alberta. Beacuse there are more applicants to the program than there are places, enrollment management is in effect. Under enrollment management, an overall target of 40 new admissions is set for the program. A minimum AGPA for applications is set each year; all admissions are competitive, and the actual admission AGPA may be higher.

EDUCATION AND LIBRARY STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Education, K-12			
Education Specialization in: - Adult Education - Elementary (Generalist) - Secondary (Consult calendar for list of majors)	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years B.Ed.; 5 Years Combined Degrees B.Ed./B.Sc., B.Mus./B.Ed., B.A. (Native Studies)/B.Ed., B.Ed./B.P.E., BSc Human Ecology/BEd (includes 1 year pre-professional) 2 Years B.Ed. After degree - M.Ed.- Ed.D.- Ph.D	Depending on B.Ed. major, the one year pre-professional studies may be in B.A., B.Sc.General, B.Sc. Human Ecology or B.P.E. Other requirements include 24 units of transferable course weight to program (major), satisfactory transfer standing and spoken English language proficiency.
Education Specialization in: - Elementary - Secondary	**University of Calgary** Calgary (Main) (403) 220-6645	5 Years Joint Degrees in B.A./B.Ed.; B.F.A./B.Ed.; B.Kin./B.Ed; B.Sc./B.Ed.	Standard admission for Communication and Culture, Fine Arts, Science, or Kinesiology depending on Joint Degree desired. Three years in one faculty then transfer to Education for remaining two.
Education Specialization in: - Kindergarten/ Elementary - Secondary	**University of Calgary** Calgary (Main) (403) 220-6645	2 Years B.Ed. (After degree) (M.A., M.Ed., M.Sc., Ph.D.)	An approved degree with a minimum grade point average of 2.5. Faculty of Education Statement (which included the names of three references).
Education Specialization in: Art Education, Career and Technology Studies (CTS): Business Focus, Drama Education, English Language Arts Education, Mathematics Education, Modern Languages Education (French, German, French/German or French/Spanish), Music Education, Native Education, Physical Education, Science Education or Social Studies Education.	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	20 Courses (2 Years) B.Ed. (After Degree)	Successful completion of a recognized baccalaureate degree which includes a major in a "school" subject, with a minimum GPA of 2.50 on 4-point scale.

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

EDUCATION AND LIBRARY STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Education, K-12			
Education Specialization in: - Art Education - Career & Technology Studies: Business Focus - Drama Education - English Language Arts Education - Mathematics Education - Modern Languages (French, German, French/German or French/Spanish) Education - Music Education - Native Education - Physical Education - Science Education - Social Studies Education	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	* 3.5 Years Post-Diploma B.F.A. (Art or Dramatic Arts)/B.Ed., Post-Diploma B.Mgt./B.Ed., Post-Diploma B.Mus./B.Ed; 5 Years B.A./B.Ed., B.F.A. (Art or Dramatic Arts)/B.Ed., B.Mgt./B.Ed., B.Mus./B.Ed., B.Sc./B.Ed.	Standard admission. For majors in Sciences: Biology 30, Chemistry 30, Math 30 or Pure Math 30(or Applied Math 30 and at least 75% standing in U. of Athabasca's Math 101), Math 31, and/or Physics 30 may be required or recommended.
Education University Transfer	**Augustana University College** Camrose (Main) (780) 679-1100 Toll Free 1-800-661-8714	Varies up to 2 Years	Standard admission.
Education University Transfer Specialization in: Elementry or Secondary route. Secondary Route majors and minors: Art, Biological Sciences, Career and Technology Studies, Business & Technology, Drama, English Language Arts, English as a Second Language (minor only), Environmental Education (minor only), General Sciences, Instructional Technology (minor only), Intercultural/International Education (minor only), Mathematics, Music (the minor in music - choral), Native Education, Physical Education, Physical Sciences, Religious and Moral Education (minor only), Second Languages, Social Studies, Special Education (minor only).	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772 Transfers to: University of Alberta University of Calgary University of Lethbridge, The	1 - 2 Years Completed at Grande Prairie Regional College	Standard admission with English 30 (minimum 60%), 3 other 30 level subjects in Humanities or Sciences, and one other in all 30-level categories (Humanites, Sciences, Fine Arts, Options). If you are 21 years of age or older, admission requires a minimum of 60% in English 30 and one other 30-level subject from Humanities or Sciences.

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EDUCATION AND LIBRARY STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Education, K-12			
Education University Transfer Delivery in: Some Alternative Delivery options	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408 Transfers to: University of Alberta University of Lethbridge, The	Varies up to 2 Years	High school diploma with an overall average of 60% in English 30 and four other subjects with no mark below 50%. Math 30 Pure recommended.
Education University Transfer Specialization in: Secondary Education	**King's University College, The** Edmonton (Main) (780) 465-8334 Toll Free 1-800-661-8582	Varies up to 2 Years	Five appropriate Grade 12 subjects including English 30 with an overall average of at least 60%, no single mark below 50%. Mature Student - Minimum 21 years of age and English 30 with a minimum 60%. High school record and one letter of recommendation required; and/or college entrance examination scores. English Supplemental Test administered to some. See the Online Alberta Transfer Guide for individual course transfer. Check specific university calendars for faculty/program requirements.
Education University Transfer Specialization in: Brooks Campus - minimum of 1 year depending on major.	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819 Brooks (403) 362-1677	Varies up to 2 Years; 1 Year at Brooks Campus	Standard admission for the University of Alberta, University of Lethbridge, University of Saskatchewan, and University of Regina.
Education University Transfer	**Mount Royal College** Calgary (Main) (403) 240-0148 Transfers to: University of Calgary University of Lethbridge, The	Varies up to 2 Years	Standard university transfer admission with English 30 and Pure or Applied Math 30, or a 30-level language. Preference given to higher grades.
Education University Transfer Specialization in: - Elementary - Secondary	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: Canadian University College University of Alberta University of Calgary University of Lethbridge, The	Varies up to two years	Minimum average of 60% with no mark below 50% in: English 30 and four other approved 30-level subjects -OR- mature student status.

EDUCATION AND LIBRARY STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Education, K-12			
Education University Transfer - Teacher Education North Specialization in: Elementary route with elementary/middle school focus; the minor is Teacher Education North (Aboriginal, Northern, rural).	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772 Transfers to: University of Alberta	Four years (120 credits) Bachelor of Education - B.Ed (The degree is granted by the University of Alberta)	Standard admission with English 30 (60% minimum), and four other appropriate 30 level subjects or equivalents. This degree is a collaborative program between the University of Alberta and Grande Prairie Regional College, and can be completed on-site at Grande Prairie Regional College. Students apply to the University of Alberta for admission at year 3, and when admitted become a U of A off-campus students at GPRC.
Education/Science University Transfer	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: University of Alberta University of Calgary University of Lethbridge, The	Varies up to two years.	Minimum average of 60% with no mark below 50% in: Biology 30, English 30, Math 30 (or Pure Math 30) and two of Chemistry 30, Math 31, Physics 30 -OR- mature student status.
Elementary Education Specialization in: - Elementary Education	**Concordia University College of Alberta** Edmonton (Main) (780) 479-9220 Toll Free 1-866-479-5200	2 Year B.Ed. (After Degree)	A Baccalaureate degree with minimum G.P.A. and specific course requirements. An interview is required. Contact the Admissions Office for further details.
Elementary Education	**King's University College, The** Edmonton (Main) (780) 465-8334 Toll Free 1-800-661-8582	2-year B.Ed. (After Degree) in Elementary Education	Student must already be in possession of an earned bachelor's degree comprising a minimum of 90 credits. The applicant must have achieved a minimum grade point average of 6.0 on the 9-point scale for the last 60 credits of the degree. The degree must be from an accredited institution. Students must meet specific course requirements in the prerequisite bachelor's degree.
Education, K-12 (French)			
Education Specialization in: - Francophone Education in Minority Settings - French Immersion Education	**University of Alberta** Faculte Saint Jean (780) 465-8703	Varies Full-time or part-time Ed.D.	Designed for practising teachers. Instruction in French.

EDUCATION AND LIBRARY STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Education, K-12 (French)			
Education Specialization in: - Elementary - Secondary	**University of Alberta** Faculte Saint Jean (780) 465-8703	4 Years B.Ed. (also 2 Years B.Ed. after degree) (B.Ed., M.Ed., Ed.D.)	Standard admission with 30-level French or equivalent, English 30, plus three other approved Grade 12 subjects. Instruction in French. For B.Ed.: one year in B.A. or B.Sc. and a French admission test. Instruction in French.
Education	**University of Alberta** Faculte Saint Jean (780) 465-8703	2 Years (After Degree)	An approved undergraduate degree. Instruction in French.
Education, K-12, Graduate Diploma or Degree			
Education Distance: Both Distance and Non-Distance Delivery in: Distance or classroom	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 - 6 Years 24 credits University Diploma in Inclusive Education Full or Part-time	Applicants must have completed a four-year Bachelor of Education degree or its equivalent.
Education	**University of Calgary** Calgary (Main) (403) 220-6645	1 Year Diploma (After Degree)	An approved degree with a 2.5 grade point average on the last 5 full courses, plus a professional teaching certificate or its equivalent. Interview and an approved program required.
Education Specialization in: General Program or Counselling Psychology Program	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	12 (or 14) Courses Master of Education (M.Ed.)	Bachelor's degree or equivalent with a minimum grade point average of 3.0 in the most recent 20 university courses, plus two years of successful teaching or other relevant educational experience. Applicants for M.Ed. (Counselling Psychology) must meet above requirements and admitted on competitive selection basis. Criteria for selection include: grade point average, relevancy of undergraduate degree, breadth of course work in counselling related areas, relevant work and/or volunteer experience (preference to candidates with 2 or more years teaching and or counselling experience), and interview.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Education, K-12, Graduate Diploma or Degree			
Education Specialization in: Special/Inclusive Education route	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	Eight semester courses (or equivalent) Diploma in Education	A Professional Teaching Certificate (or eligibility for) in Alberta (or its equivalent). Applicants intending to follow the Special/Inclusive Education route must present at least one previous course in special or inclusive education.
Educational Policy Studies Specialization in: - Educational Administration and Leadership - Administration of Postsecondary Education - Adult and Higher Education (M.Ed. only) - First Nations Education - International/Intercultural Education, History of Education, Sociology of Education, Philosophy of Education	**University of Alberta** Edmonton (Main) (780) 492-3113	2 Years M.Ed. (Ed.D., Ph.D.) 1 Year Postgraduate Diploma	Bachelor's degree with departmental approval and a grade point average of at least 6.5 in the last two undergraduate years. M.Ed. degree plus current employment in an administrative position required for diploma program. Doctoral programs require a G.P.A. of 7.0.
Educational Psychology Specialization in: - Learning, Development and Assessment - Counselling and School Psychology - Special Education	**University of Alberta** Edmonton (Main) (780) 492-3113	2 Years M.Ed. (Ed.D., Ph.D.)	Bachelor's degree with departmental approval and a grade point average of at least 6.5 in the last two undergraduate years.
Educational Psychology Specialization in: - Clinical, School and Community - Computer Applications - Counselling - Developmental - Instruction and Learning - Rehabilitation - Special Education - Statistics and Measurement	**University of Calgary** Calgary (Main) (403) 220-6645	2-6 Years M.Ed., M.Sc. (Ph.D.)	Bachelor's degree with five full course equivalents in Psychology, Educational Psychology or a related discipline. A grade point average of at least 3.0 in the last two undergraduate years. A course in Statistics is desirable.

EDUCATION AND LIBRARY STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Education, K-12, Graduate Diploma or Degree			
Educational Research	**University of Calgary** Calgary (Main) (403) 220-6645	2-6 Years M.A., M.Sc., M.Ed., (Ph.D.), Ed.D.	Bachelor's degree with departmental approval and a minimum grade point average of 3.0 in the past two undergraduate years. Teaching certificate required with teaching experience. Additional requirements in some areas within the department.
Elementary Education	**University of Alberta** Edmonton (Main) (780) 492-3113	2 Years M.Ed. (Ed.D., Ph.D.)	Bachelor's degree with departmental approval and a grade point average of at least 6.5 in the last two undergraduate years. Valid teaching certificate and teaching experience also required.
Secondary Education	**University of Alberta** Edmonton (Main) (780) 492-3113	2 Years M.Ed. (Ed.D., Ph.D.)	Bachelor's degree with departmental approval, a grade point average of at least 6.5 in the last two undergraduate years and a teaching certificate.
Technology Education Specialization in: - Career and Technology Studies (Secondary Education)	**University of Alberta** Edmonton (Main) (780) 492-3113	2 Years M.Ed.	Bachelor's degree with departmental approval and a grade point average of at least 6.5 in the last two undergraduate years. Two years' teaching experience also required.
Library and Information Studies, Graduate			
Library and Information Studies	**University of Alberta** Edmonton (Main) (780) 492-3113	2 Years M.L.I.S.	Bachelor's Degree from a recognized institution. Library experience recommended. References required. Pre-testing and an interview may be required.
Library and Information Technology			
Information Management and Library Technology	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622 Transfers to: Athabasca University University of Alberta	2 Year Diploma	Standard admission or equivalent. English 30 with min 65% OR English 33 with min 75% or equivalent. Math 30/Pure Math 30 OR Math 33/Applied Math 30 with min 50% or equivalent. Good communication skills essential. Mature student status considered.

EDUCATION AND LIBRARY STUDIES

Library and Information Technology

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Library and Information Technology Distance: Both Distance and Non-Distance Delivery in: Many of the program?s courses are offered in the daytime or evening through distance education. Library Operations Assistant Certificate is a distance-education program that offers training courses to the staff of small libraries.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: Athabasca University	2 Year Diploma; Library Operations Assistant Certificate	Alberta High School Diploma or equivalent with at least 50% in English 30 or 65% in English 33, and one of the following Grade 12 subjects: Math, Science, Social Science, Accounting, Law or a second language. For upgrading options, please see our Pre-Careers program. In 2000, 96% of our graduates were employed within 6 to 9 months. Their starting salary range was $18,000 to $36,000 per year.

Teacher Assistant

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Childhood Educational Assistant (Year I and Year II)	**Portage College** Lac La Biche (Main) (780) 623-5580	36 Weeks Certificate	Grade 12 or equivalent, including English 30 or 33; Criminal Record Check; Child Welfare Information System Check (when required by field placement agency)
Education Assistant	**Columbia College** Calgary (Main) (403) 235-9300 Toll Free 1-888-235-9370	493 Hours (20 Weeks/full-time) or (50 Weeks/part-time)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Education Assistant Distance: Both Distance and Non-Distance Delivery in: Offers a few classes from the program through distance learning.	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819 Brooks (403) 362-1677	1 Year Certificate (Teacher Assistant)	High school diploma with a minimum grade of 50% in English 30 or 65% in English 33. Mature student 19 years of age or older may be admitted to the program without a high school diploma after appropriate advising and/or testing. They must present English 30 (50%) or English 33 (65%) First Aid, CPR Level C. Criminal record check, Health Immunization documents and two written references also required.

EDUCATION AND LIBRARY STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Teacher Assistant			
Educational Assistant	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408	1 Year Certificate	High school diploma, or equivalent, with a minimum of 50% in English 30 or 65% in English 33. Mature students, 21 years of age or older, with less than a high school diploma are encouraged to apply.
Educational Assistant	**Portage College** Lac La Biche (Main) (780) 623-5580	36 Weeks Certificate; 2 Years Diploma	Grade 12 or equivalent, including English 30 or 33; Criminal Record Check; Child Welfare Information System Check (when required by field placement agency).
Special Needs Teacher Assistant Distance: Both Distance and Non-Distance Delivery in: Distance Learning; Classroom - part-time & full-time	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103	1 Year Certificate	High school diploma or equivalent, with a minimum of 60% in English 30/33.
Teacher Assistant	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772	1 Year Certificate (3 semesters)	Must be 18 years of age or older and have a high school diploma with 60 percent in English 33 or 50 percent in English 30. If you are without a high school diploma in English 33 or 30, please arrange for pre-admission testing. You may be required to attend a program information session with fellow applicants and faculty. You must present a Standard First Aid Certificate and Caridopulmonary Resuscitation Certificate (Basic Rescuer) prior to graduation. Some practicum agencies may require a Criminal Record Check. For your own personal health, you may wish to ensure that your immunizations are current.

EDUCATION AND LIBRARY STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Teacher Assistant			
Teacher Assistant Distance: Both Distance and Non-Distance Delivery in: Print	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	10 Months (full-time); 2-4 Years; (evening, part-time), 2-4 Years (by distance delivery) Certificate	High school diploma or equivalent, and minimum age of 18. Mature student status is available to those at least 19 years old and out of high school and employed for two years. Those with related work experience may be given preference. Must submit transcripts, an autobiography, and two letters of reference. A skills appraisal test and an interview may be required. A First Aid Certificate is recommended.
Teacher Assistant	**Lakeland College** Vermilion (780) 853-8420 Toll Free 1-800-661-6490	1 Year Certificate	At least 50% in English 30 (or 65% in English 33), or mature student status admission. Prospective students will be invited to an orientation session with the Department. A criminal record check is required and is requested through the RCMP.
Teacher Assistant Distance: Yes Delivery in: Traditional classroom seminars, self-directed study, teleconferencing, and tutor support.	**Northern Lakes College** Various Sites (780) 751-3200	Certificate	Completed English 30 (minimum of 65%), English 89 (C average). Must be at least 18 years of age and have a clear criminal record.
Teacher Assistant Distance: Both Distance and Non-Distance Delivery in: Alternate Delivery - please refer to page 146 of the Academic Calendar for details.	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630	1 Year Certificate (on-site); 2 1/2 Year Certificate (distance education)	High School Diploma with a minimum mark of 50% in English 30 or 65% in English 33 -OR- mature student status -OR- you may be admitted as a conditional part-time student (if you complete a total of three Teacher Assistant courses with a minimum grade of D, and a minimum GPA of 2.00, you will be admitted to the program.

EDUCATION AND LIBRARY STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Teacher Assistant			
Teacher Assistant Distance: Both Distance and Non-Distance Delivery in: Teleconference Delivery - When courses are delivered by teleconferencing there is a possibility that participants could participate at their school side or join a group at another school site. Face-to-Face - classes are offered currently within the city of Calgary at pre-determined school sites. Face-to-face classes are provided in collaboration with local school districts.	**University of Calgary** Faculty of Continuing Education (403) 220-6292	234 Hours (10 courses plus a Program Portfolio); Cumulative collection of program and personal experiences.	Although there are no formal educational requirements you are expected to be employed or have experience as a Teacher Assistant or school volunteer.
Teaching English as a Second Language			
Teaching English Abroad Transfer	**Bow Valley College** Rocky Mountain Plaza Transfers to: University of Saskatchewan	6 Week Certificate (Part-time)	Completion of Grade 12 in an English language High School or 560/220 TOEFL score. Basic computer skills required.
Teaching English as a Second Language Abroad	**Bow Valley College** Rocky Mountain Plaza	6 Week Certificate (Part-time)	Completion of Grade 12 in English language High School or a 560/220 TOEFL score.

ENGINEERING AND SCIENCE TECHNOLOGIES AND RELATED STUDIES

Architectural Technology

- Architectural Technologies
- Architectural Technology

Biomedical Engineering Technology

- Biomedical Engineering Technology

Broadcast Technology

- Broadcast Technology

Chemical Engineering Technology

- Chemical Engineering Technology

Chemical Technology

- Chemical Technology

Civil Engineering Technology

- Civil Engineering Technology

Computer-Aided Drafting and Design (CAD/CADD)

- Architectural Drafting
- AutoCAD Animation
- AutoCAD Operator
- AutoCAD Operator Level I
- AutoCAD Operator Level II
- AutoCAD Operator, Advanced
- AutoCad Applications
- AutoCad Professional
- CADD Operator
- MicroStation CADD
- Microstation Manager
- Municipal Drafting
- Piping Drafting
- Process Piping Drafting
- Steel Detailer

Construction Engineering Technology

- Construction Engineering Technology
- Construction Technology

Electrical and Electronics Engineering Technology

- Electrical Engineering Technology
- Electronics Engineering Technology
- Fire Alarm Technology

Engineering Design and Drafting Technology

- Computer Aided Drafting and Design Technology
- Engineering Design and Drafting Technology

General Technology Studies

- General Technology Studies - GTS

Geographic Information Systems (GIS)

- Applied Geographic Information Systems, Bachelor of
- GIS - Desktop Mapping
- GIS - Operator
- GIS Certificate for Application Development

ENGINEERING AND SCIENCE TECHNOLOGIES AND RELATED STUDIES

(continued)

Geographic Information Systems (GIS)
-GIS Certificate for Project Management
-Land Information Systems

Geological Technology
-Geological Certificate
-Geological Technology
-Geophysical Certificate

Geomatics/Surveying
-Geomatics Engineering Technology
-Seismic Survey Technician
-Survey Certificate
-Survey Crew Worker

Industrial and Manufacturing Engineering Technology
-Computer Integrated Design Technology
-Industrial Engineering Technology
-Manufacturing Process Technology
-Materials Engineering Technology
-Plastics Processing Technician
-Welding Engineering Technology

Instrumentation Technology
-Basic Instumentation
-Industrial Instrumentation Technology
-Instrumentation Engineering Technology

Landscape Architectural Technology
-Landscape Architectural Technology

Mechanical Engineering Technology
-Automated Systems Engineering Technology
-Building Environmental Systems Technology
-HVAC Engineering Technology
-Mechanical Engineering Technology
-Mechanical Technologies

Petroleum Engineering Technology
-Applied Petroleum Engineering Technology, Bachelor of
-Explorations Technology
-Petroleum Computer Application
-Petroleum Engineering Technology

Telecommunications
-Telecommunications Engineering Technology

Wood Engineering Technology
-Wood Engineering Technology

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Architectural Technology			
Architectural Technologies Specialization in: -Second year Architectural or Building Development option	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: University of Calgary	2 Year Diploma	Alberta High School Diploma or equivalent with at least 50% in English 30 or English 33, Pure Math 30 or Applied Math 30 (33), and a Grade 12 Science. For upgrading options, please see our Pre-Careers program. As this program is normally oversubscribed, students must also complete a Career Investigation Report and submit a portfolio for evaluation. In 2000, 98% of our graduates were employed within 6 to 9 months. Their average starting salary was $28,200 per year. The maximum registered starting salary registered in our survey was $45,000 per year.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Architectural Technology			
Architectural Technology	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	2 Years Diploma	An Alberta High School Diploma or equivalent, including English 30 or 33, Math 30 or a minimum of 60% in Math 33, and one of: Physics 30 (recommended), Chemistry 30 or Science 30. Pure Math 30 will be accepted in place of current high school math courses as the new courses are implemented. Applicants presenting Applied Math 30 may be considered and upgrading may be necessary. An interest in and an aptitude for applied sciences, especially those with a physics base, are definite assets to anyone considering this program. The Registrar also requires that a Career Investigation Report be submitted. Student selection is competitive and is based on criteria that may include academic achievement beyond the minimum prerequisites identified in the NAIT Calendar or application form. Academic achievement for competitive selection in previous years was a minimum combined average of 70% in the prerequisite courses required for admission. Applications must be received before March 31 to be considered for the fall intake.

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

ENGINEERING AND SCIENCE TECHNOLOGIES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Biomedical Engineering Technology			
Biomedical Engineering Technology	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	* 2 Years Diploma	An Alberta High School Diploma or equivalent, including English 30 or 33, Math 30 or a minimum of 60% in Math 33, and one of: Science 30, Physics 30, or Chemistry 30. An interest in and aptitude for applied sciences, especially those with a physics base, is a definite asset to anyone considering this program. Computer keyboard entry comprises a portion of training time, particularly in term one; therefore, touch typing or basic keyboarding skills are an asset. Students are encouraged to receive a vaccination for Hepatitus "B" upon commencement of the program. This service will be provided free of charge by NAIT Health Services. Student must successfully complete all semester 1, semester 2, and semester 3 courses in order to enroll in BET460 and BET400 in the fourth semester of the program. These are associated courses which entail direct industry involvement; knowledge of all courses taught in the first three semesters is vital to success in these courses. Priority will be given to students entering with Pure Math 30. Applicants presenting Applied Math 30 will be assessed and upgrading may be required.
Broadcast Technology			
Broadcast Technology	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: University of Alberta University of Calgary	2 Year Diploma	Alberta High School Diploma or equivalent with at least 50% in Pure Math 30 or Applied Math 30 (33), and English 30 or 33. For upgrading options, please see our Pre-Careers program. In 2000, 100% of our graduates were employed within 6 to 9 months. Their starting salary range was $23,400 to $47,000 per year.

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*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

ENGINEERING AND SCIENCE TECHNOLOGIES AND RELATED STUDIES

Chemical Engineering Technology

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Chemical Engineering Technology	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408 Transfers to: Southern Alberta Institute of Technology	* 1 Year Transfer (First year at Keyano College, second year at SAIT)	High school diploma with 50% in English 30, Math 30 or Math 30 Pure, Chemistry 30 and Physics 30.
Chemical Engineering Technology	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	2 Years Diploma	High school diploma or equivalent; including English 30 or 33, Math 30 or a minimum of 60% in Math 33, and one of: Chemistry 30, Science 30 or Physics 30. Normal colour vision is required. Priority will be given to students entering with Pure Math 30. Applicants presenting Applied Math 30 will be assessed and upgrading may be required. Students admitted into the 2001-2002 academic year typically had a minimum combined average of 75% in English 30 or 33 and Math 30 or 33, and a Grade 12 Science.
Chemical Engineering Technology Distance: Both Distance and Non-Distance Delivery in: Partial distance education option available	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	2 Year Diploma	Alberta High School Diploma or equivalent with at least 50% in English 30 or 33, Pure Math 30 or Applied Math 30 (33), Chemistry 30 and either Science 30 or Physics 20. For upgrading options, please see our Pre-Careers program. In 2000, 93% of our graduates were employed within 6 to 9 months. Their starting salary range was $16,900 to $72,000 per year.

Chemical Technology

Chemical Technology	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	2 Years Diploma	High school diploma or equivalent including English 30 or 33 and Math 30 or 33 and Chemistry 30. Normal colour vision is required. A career investigation report is required.

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

ENGINEERING AND SCIENCE TECHNOLOGIES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Chemical Technology			
Chemical Technology	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: University of Calgary	* 2 Year Diploma (Co-operative work option)	Alberta High School Diploma or equivalent with at least 50% in English 30 or English 33, Pure Math 30 or Applied Math 30 (33), and Chemistry 30. For upgrading options, please see our Pre-Careers program. In 2000, 94% of our graduates were employed within 6 to 9 months. Their starting salary range was $18,700 to $52,000 per year.
Civil Engineering Technology			
Civil Engineering Technology Specialization in: - Engineering Design and Management - Water Resources Management and Irrigation Design Technology	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103 Transfers to: Athabasca University Camosun College Lakehead University Memorial University	2 Years Diploma	High school diploma or equivalent with a minimum of 50% in Math 30 or Math 30P (pure) or a minimum of 65% in Math 33 or Math 30A (applied), or equivalent; as well as a minimum 50% in one of Physics 20 (recommended), Chemistry 20 or Science 20.
Civil Engineering Technology	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077 Transfers to: Lakehead University University of Alberta University of British Columbia	* 2 Years Diploma	High school diploma or equivalent including English 30 or 33, Math 30 or 33 (minimum 60%) and one of: Science 30, Physics 30 (preferred) or Chemistry 30. Priority will be given to students entering with Pure Math 30. Applicants presenting Applied Math 30 will be assessed and upgrading may be required. This program also available through Continuing Education.

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

ENGINEERING AND SCIENCE TECHNOLOGIES AND RELATED STUDIES

Civil Engineering Technology

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Civil Engineering Technology Specialization in: -Construction Management -Municipal If an option is oversubscribed, selection is based on the first-year grade point average. Distance: Both Distance and Non-Distance Delivery in: All students in this program use a computer-based training delivery known as e-learning. Students unable to attend SAIT full-time for two years may wish to consider a creative learning approach called Networked Learning. This allows students to take first and second semester courses at a distance, either through self paced courses at any time depending on your schedule or through a paced delivery model where you will start your courses in September or January and complete them in December or April respectively.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: University of British Columbia	2 Year Diploma	Alberta High School Diploma or equivalent with at least 50% in English 30 or 33, Pure Math 30 or Applied Math 30 (33), and Science 30 or Physics 20. For upgrading options, please see our Pre-Careers program. In 2000, 100% of our graduates were employed within 6 to 9 months. Their average starting salary was approximately $33,250 per year. The maximum starting salary recorded in our survey was $70,000 per year.

Computer-Aided Drafting and Design (CAD/CADD)

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Architectural Drafting Specialization in: Distance Distance: Both Distance and Non-Distance	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	9 Courses Certificate of Achievement	A good understanding of the English language and a tendency towards neatness and organization.
AutoCAD Animation	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	7 Courses Certificate	None
AutoCAD Operator Distance: Both Distance and Non-Distance Delivery in: Distance	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	7 Courses Certificate of Achievement	A good general knowledge of English and tendency toward neatness and organization. Previous Manual Drafting and/or Design Training or experience.

ENGINEERING AND SCIENCE TECHNOLOGIES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer-Aided Drafting and Design (CAD/CADD)			
AutoCAD Operator Level I	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	4 Courses Certificate	Intended for Engineers and Engineering Technologists. See Calendar for individual course prerequisites. www.nait.ab.ca/coned
AutoCAD Operator Level II	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	3 Courses Certificate	Intended for Engineers and Engineering Technologists. Level I Certificate. See Calendar for individual course prerequisites. www.nait.ab.ca/coned
AutoCAD Operator, Advanced	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	5 Courses Certificate	AutoCAD Operators Certificate.
AutoCad Applications	**CADschool** Edmonton (Main) (780) 414-0200	72 Hours (2 Weeks/full-time) (4 Weeks/part-time)	Standard Admission: Students must meet all of the following requirements: 1. Eighteen years of age or older 2. Thirty three credits toward an Alberta high school diploma, verified by a transcript, with 50% or better in a Grade Ten level Math course, or non-Alberta equivalent 3. Have the approval of the Program Coordinator after undergoing a personal interview.
AutoCad Professional	**CADschool** Edmonton (Main) (780) 414-0200	144 Hours (4 Weeks)	Standard Admission: Students must meet all of the following requirements: 1. Eighteen years of age or older. 2. Thirty three credits toward an Alberta high school diploma, verified by a transcript, with 50% or better in a Grade Ten level Math course, or non-Alberta equivalent 3. Have the approval of the Program Coordinator after undergoing a personal interview.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer-Aided Drafting and Design (CAD/CADD)			
CADD Operator Distance: Both Distance and Non-Distance Delivery in: Distance	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	7 Courses Certificate of Achievement	A good general knowledge of the English language and tendency toward neatness and organization. Previous Manual Drafting and/or Design Training or experience.
MicroStation CADD	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	5 Course Certificate	These courses are intended for Engineers & Engineering Technologists. As stated per course in calendar. www.nait.ab.ca/coned
Microstation Manager	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	4 Courses Certificate	CADD Operators Certificate
Municipal Drafting Distance: Both Distance and Non-Distance Delivery in: Distance	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	7 Courses Certificate of Achievement	A good understanding of the English language and a tendency towards neatness and organization.
Piping Drafting Distance: Both Distance and Non-Distance Delivery in: Distance	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	8 Courses Certificate of Achievement	A good understanding of the English language and a tendency towards neatness and organization.
Process Piping Drafting	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	10 Courses Certificate	Piping Drafting Certificate.
Steel Detailer	**Designated Occupations (Alberta)** Edmonton (Main) (780) 422-4266 Toll Free 1-800-661-3753	Minimum two-year program that combines on-the-job training and formal training provided by the employer, and an advanced level that requires an additional two years.	Steel detailers must be proficient in practical math and physics, and have good computer and computer networking skills. They may acquire the knowledge and skills they need through on-the-job learning supplemented with CAD training which is offered at NAIT, SAIT, Lethbridge Community College and Medicine Hat College.

ENGINEERING AND SCIENCE TECHNOLOGIES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Construction Engineering Technology			
Construction Engineering Technology	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	2 Years Diploma	High school diploma or equivalent including English 30 or 33, and Math 30 or a minimum of 60% in Math 33 and one of: Science 30, Physics 30 or Chemistry 30. Priority will be given to students entering with Pure Math 30. Applicants presenting Applied Math 30 will be assessed and upgrading may be required.
Construction Technology	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	A Certificate will be issued upon completion of any group of courses totalling 800 hours; however, the courses taken will not be listed on the certificate. Any sequience of courses may be followed and the prerquisites in sequenceing must be followed.	See Calendar for individual course prerequisites (and sequencing). www.nait.ab.ca/coned
Electrical and Electronics Engineering Technology			
Electrical Engineering Technology	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408 Transfers to: Southern Alberta Institute of Technology	• 1 Year Transfer (First year at Keyano College, second year at SAIT)	High school diploma with 50% in English 30, Physics 30, and Math 30 or Math 30 Pure, or equivalent.

•Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

ENGINEERING AND SCIENCE TECHNOLOGIES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Electrical and Electronics Engineering Technology			
Electrical Engineering Technology	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	2 Year Diploma	High school diploma or equivalent with English 30 or 33, Math 30 or 60% in Math 33, and one of: Physics 30, Chemistry 30 or Science 30. Normal colour vision is required. Journeyman Electrician certificate plus English 30, Math 30 or 31, and Physics 30 required for accelerated program. Priority will be given to students entering with Pure Math 30. Applicants presenting Applied Math 30 will be assessed and upgrading may be required. A career investigation report is required.
Electrical Engineering Technology Distance: Both Distance and Non-Distance Delivery in: Students unable to attend SAIT full-time for two years may wish to consider a creative learning approach called Networked Learning. This allows students to take first and second semester courses at a distance, either through self-paced courses at any time depending on your schedule or through a paced delivery model where you will start your courses in September or January and complete them in December or April respectively.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	2 Year Diploma (Evening course and part-time study options)	Alberta High School Diploma or equivalent with at least 50% in Pure Math 30 or Applied Math 30 (33), and English 30 or 33. For upgrading options, please see our Pre-Careers program. Students can also be accepted into the program's second semester after successfully completing SAIT's Allied Technology Studies program. In 2000, 98% of our graduates were employed within 6 to 9 months. Their starting salary range was $27,600 to $64,950 per year.
Electronics Engineering Technology	**DeVry Institute of Technology-Calgary** Calgary (Main) (403) 235-5400 Toll Free 1-800-363-5558 EXT 3161	• 4 Years Bachelor of Technology Degree	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.

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ENGINEERING AND SCIENCE TECHNOLOGIES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Electrical and Electronics Engineering Technology			
Electronics Engineering Technology	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	* 2 Years Diploma	Alberta High School diploma or equivalent, including English 30 or 33, Math 30 or a minimum of 60% in Math 33, and one of: Science 30, Physics 30, or Chemistry 30. An interest in and aptitude for applied sciences, especially those with a physics base are a definite asset to anyone considering this program. Computer keyboard entry comprises a significant portion of training time. Therefore, touch typing or basic keyboarding skills are an asset. Pure/Applied Math Pre-requisites for students seeking admission to NAIT programs starting in August of 2002-2003.
Electronics Engineering Technology Distance: Both Distance and Non-Distance Delivery in: Students unable to attend SAIT full-time for two years may wish to consider a creative learning approach called Networked Learning. This allows students to take first and second semester courses at a distance, either through self-paced courses at any time depending on your schedule or through a paced delivery model where you will start your courses in September or January and complete them in December or April respectively. All students must participate in e-learning, a package of services that includes the use of a Pentium laptop computer, a suite of software applications, full Internet access, training and technical support.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	2 Year Diploma	Alberta High School Diploma or equivalent with at least 60% in Pure Math 30 or Applied Math 30 (33), and at least 50% in English 30 or 33. For upgrading options, please see our Pre-Careers program. Students can also be accepted into the program's second semester after successfully completing SAIT's Allied Technology Studies program. In 2000, 100% of our graduates were employed within 6 to 9 months. Their starting salary range was $28,000 to $54,000 per year.
Fire Alarm Technology	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	5 Course Certificate	See Calendar for individual course prerequisites. www.nait.ab.ca/coned

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ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Engineering Design and Drafting Technology			
Computer Aided Drafting and Design Technology	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819 Transfers to: Lethbridge Community College Southern Alberta Institute of Technology	1 Year Certificate (MHC) or 2 Year Diploma transferring to LCC or SAIT or second year at MHC for Technical Illustration	High school diploma with at least 50% (C) or better in English 30 or 33 (or equivalent) and Math 30 or 33 (or equivalent), and credit in a Grade 12 Science (Physics 30 preferred). Mature student status also considered but still must present Grade 12 English, Grade 12 Math and Grade 12 Science preferably Physics.
Engineering Design and Drafting Technology	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103 Transfers to: Southern Alberta Institute of Technology	2 Years Diploma	High school diploma with a minimum 50% in Math 30 or Math 30P or a minimum of 65% in Math 33 or Math 30A or equivalent; as well as a minimum 50% in one of: Science 20, Physics 20 (recommended) or Chemistry 20, or equivalent. New students are accepted for the Fall and/or the Winter terms.
Engineering Design and Drafting Technology Specialization in: - Machine Design - Municipal Design - Process Design	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	2 Years Diploma	High School diploma or equivalent, including English 30 or 33, Math 30 (priority will be given to students entering with Pure Math 30 or Math 30), and one of: Science 30, Physics 30 or Chemistry 30. Applicants presenting Applied Math 30 will be assessed and upgrading may be required. Part of this program is available through Continuing Education.

ENGINEERING AND SCIENCE TECHNOLOGIES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Engineering Design and Drafting Technology			
Engineering Design and Drafting Technology Distance: Both Distance and Non-Distance Delivery in: Students unable to attend SAIT full-time for two years may wish to consider a creative learning approach called Networked Learning. This allows students to take first and second semester courses at a distance, either through self-paced courses at any time depending on your schedule or through a paced delivery model where you will start your courses in September or January and complete them in December or April respectively.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	2 Year Diploma	Alberta high school diploma or equivalent with English 30, Mathematics 30, and Science 30 or Physics 30. Students may be accepted with English 33 or Mathematics 33 but 30-level prerequisites are recommended. Successful completion of the Pre-Careers or Transitions program is also considered for admission. Students will write placement tests in English and Mathematics. In 2000, 98% of our graduates were employed within 6 to 9 months. Their average starting salary was approximately $30,000 per year. The maximum starting salary recorded in our survey was $60,000 per year.
General Technology Studies			
General Technology Studies - GTS Distance: Both Distance and Non-Distance Delivery in: Distance education and evening course options	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	2 Year Diploma or second-semester transfer into other programs	Alberta High School Diploma or equivalent with at least 50% in Pure Math 30 or Applied Math 30 (33), and English 30 or 33. For upgrading options, please see our Pre-Careers program.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Geographic Information Systems (GIS)			
Applied Geographic Information Systems, Bachelor of Distance: Both Distance and Non-Distance Delivery in: Continuing Education; Distance Delivery and Full-time Programs	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	2 Year Applied Degree (1 Year work experience practicum) Part-time option	A two-year diploma from a recognized Canadian college, technical institute or equivalent, or successful completion of two years at a recognized post secondary academic institution, augmented with experience in a specific industry sector. Students will be selected on a competitive basis using such criteria as related work experience, letters of reference and academic achievement beyond minimum standards. Three consecutive GIS fast track full time certificate programs run over the past five years have achieved a 95% success rate with respect to employment.
GIS - Desktop Mapping Distance: Both Distance and Non-Distance Delivery in: Distance	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	6 Courses Certificate of Achievement	None
GIS - Operator Distance: Both Distance and Non-Distance Delivery in: Distance	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	5 Courses Certificate of Achievement	Desktop Mapping Certificate
GIS Certificate for Application Development Specialization in: Training for supervisors and managers.	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	10 Course Certificate	Intended for System Designers and Builders. www.nait.ab.ca/coned
GIS Certificate for Project Management	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	7 Course Certificate	Intended for geographic information systems supervisors/managers. www.nait.ab.ca/coned
Land Information Systems	**Olds College** Olds (Main) (403) 556-8281 Toll Free 1-800-661-6537	2 Years Diploma	Alberta High School Diploma, 50% or better in Math 20, 23, Math 20(A) Applied ot Math 20P (Pure). 50% or betterin Biology 20 and Chemistry 20 or Science 30.

ENGINEERING AND SCIENCE TECHNOLOGIES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Geological Technology			
Geological Certificate	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	6 Courses Certificate of Achievement	Designed for Geological Assistants and industry personnel.
Geological Technology Specialization in: - Exploration in Year 2 - Hydrogeology in Year 2	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	2 Years Diploma	High School Diploma or equivalent, including English 30 or 33, Math 30 or a minimum of 60% in Math 33, and one of: Science 30, Physics 30, or Chemistry 30. Priority will be given to students entering with Pure Math 30. Applicants presenting Applied Math 30 will be assessed and upgrading may be required. Requires normal colour vision.
Geophysical Certificate	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	4 Courses Certificate of Achievement	Applicants must have a basic, practical understanding of Petroleum Geology and Log Analysis obtained by the Geological Certificate Program or courses Petroleum Geology - Introduction, GEOL-202 and Log Analysis - Introduction, EVAL-204.
Geomatics/Surveying			
Geomatics Engineering Technology	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103	2 Years Diploma	Applicants are required to have an Alberta High School Diploma or equivalent with a minimum of 50% in Math 30 (Pure Math) or 65% or better in Math 33 (Applied Math); as well as 50% or higher in either Physics 20 (recommended), Chemistry 20 or Science 20.
Geomatics Engineering Technology	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077 Transfers to: University of Lethbridge, The	2 Years Diploma	High school diploma or equivalent, including English 30 or 33, Math 30 or a minimum of 60% in Math 33 and one of: Science 30, Physics 30, Chemistry 30. Priority will be given to students entering with Pure Math 30. Applicants presenting Applied Math 30 will be assessed and upgrading may be required. Part of this program is available through Continuing Education. This is a nationally accredited program.

ENGINEERING AND SCIENCE TECHNOLOGIES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Geomatics/Surveying			
Geomatics Engineering Technology Specialization in: -Surveying -Mapping (If an option is oversubscribed, selection is based on a first semester grade point average)	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: University of Alberta University of Calgary	2 Year Diploma	Alberta High School Diploma or equivalent with at least 50% in English 30 or 33, Pure Math 30 or Applied Math 30 (33), and Science 30 or Physics 20. For upgrading options, please see our Pre-Careers program. In 2000, 100% of our graduates were employed within 6 to 9 months. Their average starting salary was approximately $30,000 per year. The maximum starting salary recorded in our survey was $51,000 per year.
Seismic Survey Technician	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669	77 hours Certificate (part-time)	Math 10 or 13.
Survey Certificate Distance: Both Distance and Non-Distance Delivery in: Distance	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	9 Courses Certificate of Achievement	A good understanding of the English language and a tendency towards neatness and organization. Designed for those wanting to be Technicians and/or Draftspeople.
Survey Crew Worker	**Northern Lakes College** Grouard (780) 849-8611	8 Weeks	No educational requirements. Students should be phusically fit.
Industrial and Manufacturing Engineering Technology			
Computer Integrated Design Technology	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	2 Year Diploma (Common first year with Aeronautical, Mechanical and Industrial Engineering Technology; Common first semester with Wood Engineering Technology) Hi	Students must apply to the Mechanical Technologies common first year program. Alberta High School Diploma or equivalent with at least 50% in English 30 or English 33 AND at least 50% in Pure Math 30 or at least 65% in Applied Math 30 (33). For upgrading options, please see our Pre-Careers program

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Industrial and Manufacturing Engineering Technology			
Industrial Engineering Technology Distance: Both Distance and Non-Distance Delivery in: Students may take first and second semester courses at a distance through Networked Learning.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: University of Alberta University of Calgary	2 Year Engineering Technologist Diploma (Common first year with Mechanical Engineering Technology)	Students must apply to the Mechanical Technologies common first year program. Alberta High School Diploma or equivalent with at least 50% in English 30 or English 33 AND at least 50% in Pure Math 30 or at least 65% in Applied Math 30 (33). For upgrading options, please see our Pre-Careers program. In 2000, 80% of our graduates were employed within 6 to 9 months. Their average starting salary was $25,000 to $70,000 per year.
Manufacturing Process Technology Distance: Both Distance and Non-Distance	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103	1 Year Certificate; 2 Years Diploma	High school diploma or equivalent with a minimum of 50% in English 30 or 33 and Math 30 or 33. For Diploma: Completion of the Manufacturing Process Technology Certificate program or equivalent is required.
Materials Engineering Technology	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	* 2 Year Diploma	High school diploma or equivalent, including English 30 or 33, Math 30 or a minimum of 60% in Math 33, and one of: Science 30, Physics 30 or Chemistry 30. An interest in and aptitude for Applied Sciences, especially those with a Physics and Chemistry base, is a definite asset to anyone considering this program. Priority will be given to students entering with Pure Math 30. Applicants presenting Applied Math 30 will be assessed and upgrading may be requested. Part of this program is available through Continuing Education.
Plastics Processing Technician	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	1 Year Certificate (includes a 240 hour practicum in industry)	Grade 11 level or equivalent, or at least three years of industrial experience in an acceptable practical field (eg. Testing and Laboratory work, Mechanical, Electrical, Chemical Engineering, Equipment Repair, Manufacturing). A combination of academic and work experience may be considered for mature students.

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ENGINEERING AND SCIENCE TECHNOLOGIES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Industrial and Manufacturing Engineering Technology			
Welding Engineering Technology Distance: Both Distance and Non-Distance Delivery in: Distance delivery options	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: Athabasca University University of Alberta University of Calgary	2 Year Engineering Technologist Diploma	Alberta High School Diploma or equivalent with at least 50% in English 30 or English 33 AND at least 50% in Pure Math 30 or at least 65% in Applied Math 30 (33). For upgrading options, please see our Pre-Careers program. In 2000, 100% of our graduates were employed within 6 months. Their starting salary range was $30,000 to $54,000 per year.
Instrumentation Technology			
Basic Instumentation	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	8 Course Certificate	Grade 12 mathematics or equivalent.
Industrial Instrumentation Technology	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408 Transfers to: Southern Alberta Institute of Technology	* 1 Year Transfer (First year at Keyano College, second year at SAIT)	High school diploma with 50% in English 30, Math 30 or Math 30 Pure, Chemistry 30 and Physics 30.
Industrial Instrumentation Technology Distance: Both Distance and Non-Distance Delivery in: Students unable to attend SAIT full-time for two years may wish to consider a creative learning approach called Networked Learning. This allows students to take first and second semester courses at a distance, either through self-paced courses at any time depending on your schedule or through a paced delivery model where you will start your courses in September or January and complete them in December or April respectively.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: University of Alberta University of Calgary	2 Year Diploma	Alberta High School Diploma or equivalent with at least 50% in English 30 or 33, Pure Math 30 or Applied Math 30 (33), and Science 30 or Physics 30. For upgrading options, please see our Pre-Careers program. In 2000, 96% of our graduates were employed within 6 to 9 months. Their starting salary range was $25,200 to $60,000 per year.

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ENGINEERING AND SCIENCE TECHNOLOGIES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Instrumentation Technology			
Instrumentation Engineering Technology	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	2 Years Diploma	High school diploma or equivalent, including English 30 or 33, Math 30 or a minimum of 60% in Math 33, and one of: Science 30, Physics 30, Chemistry 30. Requires normal colour vision. Priority will be given to students entering with Pure Math 30. Applicants presenting Applied Math 30 will be assessed and upgrading may be required. Students admitted into the 2000-2001 academic year typically had a minimum of 60% in the compulsory subjects required for admission.
Landscape Architectural Technology			
Landscape Architectural Technology	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077 7th Street Continuing Education (780) 471-6248 Toll Free 1-800-661-4077 Drayton Valley	2 Years Diploma	High school diploma or equivalent including English 30 or 33, Math 30 or a minimum of 60% in Math 33 and one of: Science 30, Physics 30, Chemistry 30 or Biology 30. Requires normal colour vision. Applied and Pure Math streams will be accepted in place of current high school Math courses as new courses are implemented.

ENGINEERING AND SCIENCE TECHNOLOGIES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Mechanical Engineering Technology			
Automated Systems Engineering Technology Distance: Both Distance and Non-Distance Delivery in: Distance delivery options	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	2 Year Engineering Technologist Diploma	Alberta High School Diploma or equivalent with: -at least 50% in English 30 or English 33 AND -at least 50% in Pure Math 30 or at least 65% in Applied Math 30 (33). -For upgrading options, please see our Pre-Careers program. Students can also be accepted into the program's second semester after successfully completing SAIT's Allied Technology Studies transfer option. To progress through the program, students must attain a GPA of 1.5 or better in each semester. To qualify for graduation, students must pass all courses. In 2000, 86% of our graduates were employed within 6 to 9 months. Their starting salary range was $33,500 to $38,400 per year.
Building Environmental Systems Technology	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	2 Year Diploma	Grade 11 or equivalent including English 20 or 23, Math 20 or Math 23 with a minimum of 60% and one of Science 20, Physics 20 or Chemistry 20.
HVAC Engineering Technology Distance: Both Distance and Non-Distance	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: Lakehead University University of Alberta University of Calgary University of Victoria	2 Years Diploma	Successful completion of the Mechanical Technologies common first year. Please refer to the Mechanical Technologies description for entrance requirements.

Mechanical Engineering Technology

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Mechanical Engineering Technology Specialization in: Ist year is common. Second year specialization: a) Design Option b) Manufacturing Option Phone Mave Dhariwal (Program Head) at (780) 471-7500 for more information.	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	2 Year Diploma	High school diploma or equivalent, including English 30, Math 30 and one of: Science 30, Physics 30, Chemistry 30. An interest in and aptitude for Math and Physics and mechanical equipment would be a definite asset to anyone considering this program. Priority will be given to students entering with Pure Math 30. Applicants presenting Applied Math 30 will be assessed and upgrading may be required. Part of this program is available through Continuing Education.
Mechanical Engineering Technology Distance: Both Distance and Non-Distance Delivery in: Students may take first and second semester courses at a distance through Networked Learning.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: University of Alberta University of Calgary University of Victoria	2 Year Engineering Technologist Diploma (Common first year with Aeronautical and Mechanical Engineering Technology; Common first semester with Wood Engineering Technology)	Students must apply to the Mechanical Technologies common first year program. Alberta High School Diploma or equivalent with at least 50% in English 30 or English 33 AND at least 50% in Pure Math 30 or at least 65% in Applied Math 30 (33). For upgrading options, please see our Pre-Careers program. In 2000, 100% of our graduates were employed within 6 to 9 months. Their starting salary range was $33,500 to $38,400 per year.
Mechanical Technologies Distance: Both Distance and Non-Distance Delivery in: Students may take first and second semester courses at a distance through Networked Learning	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	A first year of studies common to two engineering diploma programs	Alberta High School Diploma or equivalent with at least 50% in English 30 or English 33 AND at least 50% in Pure Math 30 or at least 65% in Applied Math 30 (33). For upgrading options, please see our Pre-Careers program.

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ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Petroleum Engineering Technology			
Applied Petroleum Engineering Technology, Bachelor of	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	* 2 Year Applied Degree (32 week work experince conponent for full-time students)	A two year diploma in Petroleum Engineering Technology, Chemical Engineering Technology, Mechanical Engineering Technology, Industrial Instrumentation Technology, Civil Engineering Technology, Electrical Engineering Technology, or similar engineering technology, with a grade point average of 2.5 or better is the normal entrance requirement. University graduates holding relevant science (mathematics, physics, chemistry, geology, or geophysics) or engineering degrees are accepted. Persons who have other qualifications will be considered upon submission of verified background information. However, a more extensive course of studies may be required which may include some additional courses before starting the program. Students should contact Doug Exall at (403) 284-7310 or Alec Kerfoot at (403) 284-8647 for advice and direction.
Explorations Technology	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	2 Year Diploma (Potential work experience option)	Alberta High School Diploma or equivalent with at least 50% in Pure Math 30 or Applied Math 30 (33), and English 30 or 33. For upgrading options, please see our Pre-Careers program.
Petroleum Computer Application	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	4 Courses Certificate	None

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ENGINEERING AND SCIENCE TECHNOLOGIES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Petroleum Engineering Technology			
Petroleum Engineering Technology	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	2 Years Diploma	High school diploma or equivalent with English 30 or 33, Math 30 or a minimum of 60% in Math 33, and one of: Science 30, Physics 30 or Chemistry 30. Requires normal colour vision. Priority will be given to students entering with Pure Math 30. Applicants presenting Applied Math 30 will be assessed and upgrading may be required. Students admitted into the 2001-2002 academic year typically had a minimum overall average of 70% in the compulsory subjects required for admission.
Petroleum Engineering Technology Specialization in: - Drilling - Production - Geology - Reservoir	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: University of Alberta University of Calgary	2 Years Diploma	Application requirements under review.
Petroleum Engineering Technology Distance: Both Distance and Non-Distance Delivery in: Alternative studies option	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: University of Montana University of Regina	* 2 Year Diploma	Alberta High School Diploma or equivalent with at least 50% in English 30 or 33, Pure Math 30 or Applied Math 30 (33), Chemisty 30, and Science 30 or Physics 20. For upgrading options please see our Pre Careers program. In 2000, 96% of our graduates were employed within 6 to 9 months.
Petroleum Engineering Technology	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	5 Courses Certificate of Achievement	None

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ENGINEERING AND SCIENCE TECHNOLOGIES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Telecommunications			
Telecommunications Engineering Technology	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	2 Years Diploma	High school diploma or equivalent, including English 30 or 33, Math 30 or a minimum of 60% in Math 33, and one of: Science 30, Physics 30, or Chemistry. Requires normal colour vision. Priority will be given to students entering with Pure Math 30. Applicants presenting Applied Math 30 will be assessed and upgrading may be required.
Wood Engineering Technology			
Wood Engineering Technology Distance: Both Distance and Non-Distance	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	2 Years Diploma	An Alberta high school diploma or equivalent with 50% in English 30, Math 30, and a Grade 12 Science; OR successful completion of the Pre-Careers or Transitions program. A minimum of Math 33, English 33 and a Grade 12 Science may be accepted however SAIT recommends that students successfully complete the 30-level courses. Candidates will be asked to write an aptitude test.

ENGINEERING, ARCHITECTURE AND RELATED STUDIES

Architecture
- Architecture

Engineering
- Electrical and Computer Engineering
- Engineering
- Engineering University Transfer

Engineering, Oil Sands
- Oil Sands Technology

Engineering, Quality Assurance
- Quality Assurance

Environmental Design
- Environmental Design

Industrial Design
- Industrial Design

Urban and Regional Planning
- Planning
- Urban Studies
- Urban and Regional Studies

ENGINEERING, ARCHITECTURE AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Architecture			
Architecture	**University of Calgary** Calgary (Main) (403) 220-6645	3 1/2 Years (M.Arch.)	Bachelor's degree from a recognized university with a grade point average of at least 3.0 in the final two years of study or equivalent standing.
Engineering			
Electrical and Computer Engineering Specialization in: For Electrical Engineering: - Biomedical - Electrical Power - Communications - Control Systems - Digital Systems - Electronics For Computer Engineering: - Software Option	**University of Alberta** Edmonton (Main) (780) 492-3113	* 4 Years B.Sc.; 5 Years B.Sc. (co-op) (M.Eng., M.Sc., Ph.D.)	Standard admission with English 30, Math 30 or Pure Math 30, Chemistry 30, Physics 30, and Math 31. Engineering is a quota faculty.
Engineering Specialization in: - Chemical - Computer Software - Chemical/Computer Process Control - Civil - Civil/Environmental - Computer - Electrical - Engineering Physics (no Co-op program) - Materials - Mechanical - Mining - Petroleum	**University of Alberta** Edmonton (Main) (780) 492-3113	* 4 Years B.Sc. (M.Ag., M.Eng., M.Sc., Ph.D.)	Standard admission with English 30, Math 30 or Pure Math 30, Math 31, Chemistry 30, and Physics 30. This is a quota program.
Engineering Specialization in: - Chemical - Civil - Computer - Electrical - Geomatics - Manufacturing - Mechanical - Oil and Gas - Software	**University of Calgary** Calgary (Main) (403) 220-6645	* 4 Years B.Sc., 5 Years B.Sc. (Internship) (M.Eng., M.Sc., Ph.D.)	Standard admission with Math 30, Chemistry 30, Physics 30, and Math 31.

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ENGINEERING, ARCHITECTURE AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Engineering			
Engineering University Transfer	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772 Transfers to: University of Alberta University of Calgary	Varies - (B.Sc. Engineering) one year only available at Grande Prairie Regional College.	English 30, Pure Math 30, Math 31, Chemistry 30, Physics 30 - or equivalents. After completion of year one (qualifying year), students apply to year 2 (in a declared Engineering major) at the University of Alberta or the University of Calgary.
Engineering University Transfer	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622 Transfers to: University of Alberta	1 Year	Standard admission with English 30, Math 30, Math 31, Chemistry 30 and Physics 30.
Engineering University Transfer	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408 Transfers to: University of Alberta	* Varies up to 1 Year	Standard admission with 60% in English 30, Math 30 or Math 30 Pure, Math 31, Chemistry 30, and Physics 30.
Engineering University Transfer	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819 Transfers to: University of Regina University of Saskatchewan	1 Year	English 30, Math 30, Math 31, Chemistry 30 and Physics 30.
Engineering University Transfer	**Mount Royal College** Calgary (Main) (403) 240-0148 Transfers to: University of Alberta University of Calgary	Varies up to 2 Years	Standard university transfer admission with English 30, Pure Math 30 and Math 31, Physics 30, and Chemistry 30. Preference give to highest grades.
Engineering University Transfer	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: University of Alberta University of Calgary	Varies up to one year	Minimum average of 65% with no mark below 50% in: Chemistry 30, English 30, Math 30 (or Pure Math 30), Math 31 and Physics 30 -AND- written personal profile -AND- an information session with members of the Engineering Faculty to inform students about the engineering program.

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ENGINEERING, ARCHITECTURE AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Engineering			
Engineering University Transfer	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700 Transfers to: University of Alberta	Completion of a minimum of 10 semester courses for U of A	Standard admission. Chemistry 30, English 30, Math 30 or Pure Math 30 (or Applied Math 30 and at least 75% standing in U. of Athabasca's Math 101), Math 31, and Physics 30 required.
Engineering, Oil Sands			
Oil Sands Technology	**University of Alberta** Faculty Of Extension (780) 492-3116	215 Hours Post-graduate Certificate	A four year degree in Engineering, Science or other technical area.
Engineering, Quality Assurance			
Quality Assurance Specialization in: none Delivery in: none	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	11 Modules Certificate	See Calendar for individual course prerequisites. www.nait.ab.ca/coned
Environmental Design			
Environmental Design Specialization in: - Environmental Science - General - Industrial Design - Planning	**University of Calgary** Calgary (Main) (403) 220-6645	Varies 2 - 3 1/2 Years (M.E. Des., Ph.D.)	Bachelor's degree from a recognized university with a grade point average of at least 3.0 in the final two years of study, or equivalent standing.
Industrial Design			
Industrial Design	**University of Calgary** Calgary (Main) (403) 220-6645	3 Years M.E.Des. (Master of Environmental Design)	Bachelor's degree from a recognized university with a grade point average of at least 3.0 in the final two years of study, or equivalent standing.

ENGINEERING, ARCHITECTURE AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Urban and Regional Planning			
Planning	**University of Calgary** Calgary (Main) (403) 220-6645	2 Years M.E. Des.	Bachelor's degree from a recognized university with a grade point average of at least 3.0 in the final two years of study, or equivalent standing.
Urban Studies	**University of Calgary** Calgary (Main) (403) 220-6645	4 Years B.A.	Standard admission with Math 30 or 31. French 30, 30S, 30N, Francais 30 or French Language Arts 30 strongly recommended.
Urban and Regional Studies	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	* 4 Years B.A.; 5 Years B.A./B.Ed., B.A./B.Mgt.; (M.A.)	Standard admission. Math 30 or Pure Math 30 (or Applied Math 30 and at least 75% standing in U. of Athabasca's Math 101) may be required.

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ENVIRONMENT, FORESTRY AND RELATED STUDIES

Conservation Enforcement

- -Conservation Enforcement
- -Environmental Protection Technology

Environmental Management

- -Building Environmental Awareness
- -Environmental Conservation and Reclamation
- -Environmental Management
- -Environmental Management, Integrated
- -Environmental Reclamation
- -Environmental Resource Management
- -Forest Resource Management
- -Industrial Ecology
- -Land Resource Management
- -Mountain Culture Programs
- -Resources and the Environment
- -Watershed Management

Environmental Science

- -Environmental Science
- -Environmental Studies
- -Environmental and Conservation Sciences
- -Environmental and Conservation Sciences University Transfer

Environmental Technology

- -Biological Sciences Technology
- -Environmental Technology
- -Natural Resource Industry Environmental Technology
- -Natural Resources Technology

Fish and Wildlife Technology

- -Fish and Wildlife Technology

Forest Business Management

- -Forest Business Management
- -Forest Business Management University Transfer

Forest Technology

- -Forest Technician
- -Forest Technology
- -Forestry Technician

Forestry

- -Forestry
- -Forestry University Transfer

Water and Wastewater Technology

- -Water and Wastewater Technician

ENVIRONMENT, FORESTRY AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Conservation Enforcement			
Conservation Enforcement	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103	4 Years Applied Degree; 2 Years Applied Degree (Post-Diploma)	High school diploma with minimum 60% in Biology 30, English 30, Chemistry 20, Math 30/33, and Social Studies 30 or equivalent. Transfer students required to have a Diploma in Renewable Resource Management or equivalent or a related Bachelor's degree in an area such as Resource Management, Biology, Environmental Science or similar area of study. A minimum Grade Point Average of 2.50 or equivalent or permission of the Envi Sci Team Leader is required for admission.
Environmental Protection Technology	**Lakeland College** Vermilion (780) 853-8420 Toll Free 1-800-661-6490 Transfers to: Athabasca University Royal Roads University University of Alberta	2 Years Diploma	High school diploma (or mature status admission) with at least 50% in English 30 (65% in English 33), Chemistry 30, Biology 30, and Math 30 (65% in Math 33).
Environmental Management			
Building Environmental Awareness	**Banff Centre, The** Banff (Main) (403) 762-6180 Toll Free 1-800-565-9989	Varies	Some Environmental Management experience required.
Environmental Conservation and Reclamation	**Lakeland College** Vermilion (780) 853-8420 Toll Free 1-800-661-6490 Transfers to: Athabasca University Royal Roads University University of Alberta University of Lethbridge, The	2 Years Diploma	High school diploma (or mature status admission) with at least; 50% in English 30 (65% in English 33), Chemistry 30, Biology 30 and Math 30 (65 in Math 33).
Environmental Management	**University of Calgary** Faculty of Continuing Education (403) 220-6292	320 Hours Certificate	Applicants require an undergraduate degree. Applicants that do not have a degree but have a combination of education and training may apply to the program director requesting special consideration.

ENVIRONMENT, FORESTRY AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Environmental Management			
Environmental Management, Integrated	**Lakeland College** Vermilion (780) 853-8420 Toll Free 1-800-661-6490 Transfers to: Royal Roads University	2 Years Post-diploma Applied Degree (Bachelor of Applied Integrated Environmental Management)	Applicants must have completed a 2 year diploma in an Environmental Sciences program.
Environmental Reclamation	**Olds College** Big Country Educational Cons.	8 Month Certificate	Contact the institution.
Environmental Resource Management Specialization in: - Environmental Assessment - Reclamation & Remediation - Waste Utilization & Management Distance: Both Distance and Non-Distance Delivery in: *Face-to-face courses in several formats *A few courses are available via Internet distance delivery	**University of Alberta** Faculty Of Extension (780) 492-3116	312 Hours (minimum) (part-time; can be completed in two to three years to a maximum of 6 years)	The minimum requirement for his program is a related two-year technical diploma and two years of related experience. OR If your previous education or experience does not meet the above admission requirements, or is difficult to assess, you can still apply and be conditionally admitted.
Forest Resource Management	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772	* 4 Years Applied Degree	For admission to this program, you require a minimum average of 60% in the following high school courses, English 30, Chemistry 30, Biology 30, Math 30 (pure or applied), and one other 30-level subject. If you do not meet these requirements and are over 21 years of age, or if you have completed a technical diploma in a related field, you may qualify for admission and may receive advanced credit for diploma work successfully completed.
Industrial Ecology	**Mount Royal College** Calgary (Main) (403) 240-0148	* 4 Years Applied Baccalaureate Degree	Standard applied degree admission with English 30, either Biology 30 or Physics 30 and a grade of 60% or higher in Chemistry 30 and Pure Math 30. Interview may be required.

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ENVIRONMENT, FORESTRY AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Environmental Management			
Land Resource Management Specialization in: - Soil and Water Conservation - Land Classification and Reclamation	**Olds College** Olds (Main) (403) 556-8281 Toll Free 1-800-661-6537 Transfers to: Lakeland College University of Lethbridge, The	2 Years Diploma	High school diploma or equivalent with a minimum 50% in Math 20 or 23 or Math 20 (P) Pure or Math 20 (A) Applied and 50% Chemistry 20, Biology 20 or Science 30.
Mountain Culture Programs Specialization in: - Ecological and Earth Sciences in Mountain Areas - Extreme Landscape: Banff Mountain Summit 2002 - Heritage Interpreter's Course - Mountain Parks Heritage Training	**Banff Centre, The** Banff (Main) (403) 762-6180 Toll Free 1-800-565-9989	Varies	Contact institution.
Resources and the Environment	**University of Calgary** Calgary (Main) (403) 220-6645	2 Years M.A., M.Sc. (Ph.D.)	Bachelor's degree or equivalent from a recognized institution. Minimum grade point average of 3.0 in the last two undergraduate years. A detailed thesis proposal of 500-1000 words required.
Watershed Management	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819 Transfers to: Lethbridge Community College	1 Year Transfer	Minimum 55% in English 30, Chemistry 30, Biology 20 and Math 20.
Environmental Science			
Environmental Science	**Augustana University College** Camrose (Main) (780) 679-1100 Toll Free 1-800-661-8714	4 Years B.Sc. (Special)	Standard admission with Biology 30, Chemistry 30 and Mathematics 30.
Environmental Science	**Concordia University College of Alberta** Edmonton (Main) (780) 479-9220 Toll Free 1-866-479-5200	3 Year B.Sc.; 4 Year B.Sc. with a Major in Environmental Science	3-Year: Standard admission with English 30, Math 30 and three other appropriate 30-level subjects including Chemistry 30 and Biology 30. 4-Year: Must meet Standard Admission plus completion of 90 appropriate credits to apply for the program.

ENVIRONMENT, FORESTRY AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Environmental Science			
Environmental Science Specialization in: - Renewable Resource Management - Environmental Assessment and Restoration	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103 Transfers to: Athabasca University University of Lethbridge, The	2 Years Diploma	For Renewable Resource Management: High school diploma or equivalent, including a minimum of 55% in English 30, Biology 30, Chemistry 20 and Math 20A. For Environmental Assessment and Restoration: High school diploma or equivalent with a minimum 55% in English 30, Chemistry 30, Biology 30 and Math 20A. Submit a letter of rationale outlining their career goals and an understanding of how the program fulfils their goals.
Environmental Science Specialization in: - Renewable Resource Management - Environmental Assessment and Restoration	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819 Transfers to: Lethbridge Community College University of Alberta	2 year diploma (1 Year transfer offered at Medicine Hat College; 2nd Year at Lethbridge Community College)	Renewable Resource Mgt - 55% in each of English 30, Biology 30, Chemistry 20 and Math 20. - 55% in English 30, Chemistry 30, Biology 20 and Math 20.
Environmental Science	**University of Calgary** Calgary (Main) (403) 220-6645	4 Years B.Sc.	Standard admission with Math 30 and Chemistry 30. Completion of one year of university studies also required.
Environmental Science	**University of Calgary** Calgary (Main) (403) 220-6645	3 Years M.E.Des. (Master of Environmental Design)	Bachelor's degree from a recognized university with a grade point average of at least 3.0 in the final two years of study, or equivalent standing.
Environmental Science	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	* 2 Years Post-Diploma B.Sc.; 4 Years B.Sc.	Standard Admission. Biology 30, Chemistry 30, and Math 30 or Pure Math 30 (or Applied Math 30 and at least 75% standing in U. of Athabasca's Math 101) required. Math 31 may be recommended. An approved diploma in a field related to Environmental Science for post-diploma admission.

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ENVIRONMENT, FORESTRY AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Environmental Science			
Environmental Studies	**King's University College, The** Edmonton (Main) (780) 465-8334 Toll Free 1-800-661-8582	4-year B.A. or B.Sc.	English 30, Math 30 and one of Biology 30 or Chemistry 30 (both Biology and Chemistry are recommended), plus two other approved 30-level courses with an overall average of at least 60%, no single mark below 50%. High school record and one letter of recommendation required; and/or college entrance examination scores. English supplemental test administered to some.
Environmental and Conservation Sciences Specialization in: - Conservation Biology - Environmental Economics and Policy - Land Reclamation - Human Dimensions of Environmental Mgmt	**University of Alberta** Edmonton (Main) (780) 492-3113	* 4 Years B.Sc.	High school diploma including English 30, Chemistry 30, Biology 30, Math 30 or Pure Math 30 and one other Grade 12 subject. Non-matriculated applicants considered; consult calendar for details.
Environmental and Conservation Sciences University Transfer	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: University of Alberta	Varies up to one year	Minimum average of 60% with no mark below 50% in: Biology 30, Chemistry 30, English 30, Math 30 (or Pure Math 30) and one other approved 30-level subject -OR- mature student status.
Environmental Technology			
Biological Sciences Technology Specialization in: -Environmental Sciences -Laboratory and Research -Renewable Resources	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077 Transfers to: Lakeland College Lethbridge Community College Royal Roads University University of Alberta University of British Columbia University of Lethbridge, The University of Montana	2 Years Diploma	High school diploma or equivalent, including English 30 or 33, Math 30 or 33, Chemistry 30 and Biology 30. Normal colour vision is required. Students admitted into the 2001-2002 academic year typically had a minimum combined average of 65% in English 30 or 33, Math 30 or 33. Program is avaible through Continuing Education.

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ENVIRONMENT, FORESTRY AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Environmental Technology			
Environmental Technology Specialization in: - Air Pollution Studies - Waste Management Studies - Water Pollution Studies	**Mount Royal College** Calgary (Main) (403) 240-0148	1 Year Certificate	Standard admission. Experience in Enviromental Management and/or related fields.
Environmental Technology	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	2 Year Diploma	Alberta High School Diploma or equivalent with at least 60% in Pure Math 30 and Chemistry 30 and at least 50% in English 30. For upgrading options, please see our Pre-Careers program.
Natural Resource Industry Environmental Technology	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408	* 12 Months Certificate; 2 Years Diploma	Applicants must possess an Alberta high school diploma or equivalent. Mature students, 21 years of age or older will be considered based on a reading and writing skills pre-admission test. A personal interview is required with the program coordinator.
Natural Resources Technology	**Lakeland College** Vermilion (780) 853-8420 Toll Free 1-800-661-6490 Transfers to: Athabasca University Royal Roads University University of Alberta	2 Years Diploma	High school diploma (or mature status admission) with at least 50% in the following courses: English 30 (65% in English 33), Chemistry 30, Biology 30, and Math 30 (65% in Math 33).
Fish and Wildlife Technology			
Fish and Wildlife Technology	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103 Transfers to: Athabasca University University of Great Falls University of Northern British Columbia	1 Year (post-diploma) Certificate of Specialization in Fish and Wildlife Technology	Diploma in Renewable Resource Management or equivalent or a related bachelor's degree in an area such as Resource Management, Biology, Environmental Studies or similar area of study. Background info including previous work experiences.

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ENVIRONMENT, FORESTRY AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Forest Business Management			
Forest Business Management	**University of Alberta** Edmonton (Main) (780) 492-3113	* 4 Years - B.Sc.	Completion of the first yea of the B.Sc. Forestry program with a minimum G.P.A. of 6.0. The program core includes four one-week field camps.
Forest Business Management University Transfer	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: University of Alberta	Varies up to one year.	Minimum average of 60% with no mark below 50% in: Biology 30, Chemistry 30, English 30, Math 30 (or Pure Math 30) and one other approved 30-level subject -OR- mature student status.
Forest Technology			
Forest Technician	**Portage College** Lac La Biche (Main) (780) 623-5580	32 Weeks Certificate	Grade 11 or equivalent, including English 20 or 23 and Math 20, Math 20(Applied or Pure) or Math 23; good physical health; Career Investigation Questionnaire, Medical Questionnaire.
Forest Technology	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077 Transfers to: University of Alberta	2 Years Diploma	Alberta general high school diploma or equivalent including English 30 or 33, Mathematics Pure 30, Applied 30, 30 or 33, plus two of Biology 20, Chemistry 20, and Physics 20 with preference given to applicants with 30-level Sciences; St. John Ambulance Standard First Aid Certificate and CPR Heartsaver. An Alberta Class 4 driver's license is highly recommended.
Forestry Technician Distance: Both Distance and Non-Distance Delivery in: Classroom, Field Work and Practicum	**Northern Lakes College** Grouard (780) 849-8611 Transfers to: Lethbridge Community College Northern Alberta Institute of Technology	34 weeks Certificate (program can also be completed part-time & through self-study)	Be physically healthy, have a minimum of 30 high school credits, including English 10/13 and Math 10/13 OR write a TABE test and score at the Grade 11 level in Math and English. Students may receive credit for prior learning or work experience.

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ENVIRONMENT, FORESTRY AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Forestry			
Forestry Specialization in: - Forest Management	**University of Alberta** Edmonton (Main) (780) 492-3113	* 4 Years B.Sc. (5 week practicum) (M.Ag., M.For., M.Sc., PhD.)	Standard admission with English 30, Math 30 or Pure Math 30, Chemistry 30, Biology 30 and one other approved Grade 12 subject.
Forestry University Transfer	**Augustana University College** Camrose (Main) (780) 679-1100 Toll Free 1-800-661-8714	Varies up to 1 Year	Standard admission with Math 30, Biology 30, Chemistry 30 and one other Grade 12 academic subject.
Forestry University Transfer	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819	1 Year	English 30, Math 30, Biology 30, Chemistry 30 and an additional 30-level subject.
Forestry University Transfer	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: University of Alberta	Varies up to one year	Minimum average of 60% with no mark below 50% in: Biology 30 and Chemistry 30, English 30, Math 30 (or Pure Math 30) and one other approved 30-level subject -OR- mature student status.
Water and Wastewater Technology			
Water and Wastewater Technician Distance: Both Distance and Non-Distance Delivery in: Correspondence course materials, audio-visual packages, telephone tutorials and on-campus laboratory work	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077 Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	* 1 Year Certificate	High school diploma or equivalent including English 30 or 33.

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GENERAL STUDIES

Arts and Sciences

-Arts
-Arts (3-year)
-Arts (4-year)
-Arts (transfer programs)
-Arts - Integrated Studies
-Arts University Transfer
-Arts and Sciences
-Arts, Professional
-General Arts University Transfer
-Humanities

Arts and Sciences (French)

-Arts and Sciences

General Studies

-General Studies

Sciences

-General Science University Transfer
-Science
-Science University Transfer

University Transfer

-University Transfer

GENERAL STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Arts and Sciences			
Arts Distance: Yes Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	2 Years 60 credits University Diploma in Arts.	Anyone 18 years of age or older can apply regardless of previous academic achievement. A high-school diploma is not required. Students who have completed a more senior level credential (e.g. bachelor's degree) may not enrol in this program.
Arts Specialization in: - English - History - Psychology Distance: Yes Delivery in: Courses are taken on-site at Mount Royal College other than Athabasca University courses which can be taken on-site at MRC, or by distance an on-line from Athabasca University.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	4 Years BA	About three-quarters of the courses are offered by Mount Royal College.The remaining are Athabasca University courses that can be taken from AU by distance and on-line learning or on-site at MRC. The degree is awarded by Athabasca University. There are three acceptable admission routes (School standing, maturity, post-secondary standing).
Arts Specialization in: - English - History - Psychology Distance: Both Distance and Non-Distance Delivery in: Mount Royal offers about 3/4 of the courses. Athabasca University courses can be taken on-site at MRC or by distance learning.	**Mount Royal College** Calgary (Main) (403) 240-0148	4 Years B.A. (Athabasca University)	Standard university transfer admission with English 30 and Math 30 or a 30-level language other then English.
Arts Specialization in: -Non-concentration -English -Religion & Theology -Psychology -Social Sciences	**Taylor University College and Seminary** Edmonton (Main) (780) 431-5200 Toll Free 1-800-567-4988	3 Year B.A. (Bachelor of Arts)	High school diploma with 5 grade 12 subjects with an overall average of 60%, including English 30 and 4 subjects from selected categories.

GENERAL STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Arts and Sciences			
Arts (3-year) Specialization in: - Anthropology - English - French - History - Information Systems - Labour Studies - Psychology - Sociology - Women's Studies - Humanities - Political Economy. Distance: Yes Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years 90 credits BA	Anyone 18 years of age or older can apply, regardless of previous academic achievement. A high-school diploma is not required. If you hold a previous degree, you may not enrol in this program.
Arts (4-year) Specialization in: - Anthropology - Canadian Studies - English - French - History - Information Systems - Labour Studies - Psychology - Sociology - Women's Studies - Humanities - Political Economy Distance: Yes Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	4 Years 120 credits BA	Minimum 18 years of age. Students wishing to undertake a double major may be required to complete more than 120 credits in order to fulfill all requirements for both majors. This may also restrict course selection.
Arts (transfer programs) Specialization in: -General Studies -Education (Elementary) -Music	**Taylor University College and Seminary** Edmonton (Main) (780) 431-5200 Toll Free 1-800-567-4988	2 Years A.A. (Associate of Arts)	High school diploma or equivalent with a minimum overall average of 60% in five Grade 12 subjects including English 30, or conditional acceptance.

GENERAL STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Arts and Sciences			
Arts - Integrated Studies Specialization in: - Educational Studies - Adult Education Distance: Yes Delivery in: Courses are offered via the Internet either in group seminar-format (fall, winter, summer) or as individualized study (starting the first of every month). There is no requirement to attend campus.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	2 - 8 Years 33 credits Master of Arts: Integrated Studies	A Baccalaureate degree (3 or 4 year) from a recognized post secondary institution is required. With the permission of the MAIS Steering Committee, students may transfer up to 15 credits of graduate study from other universities into the MAIS program.
Arts University Transfer Specialization in: Anthropology, Art & Design, Canadian Studies, Criminology, Drama, Economics, English, French, German, History, Linguistics, Mathematics, Music, Philosophy, Political Science, Psycology, and Sociology. Pre-professional programs available for Journalism (transferable to University of Regina).	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772 Transfers to: Athabasca University University of Alberta University of Calgary University of Lethbridge, The University of Regina	1- 2 Years Completed at Grande Prairie Regional College	Standard admission with overall average of 60 % in English 30, one language other than English 30 or Pure Math 30, and three other 30 level subjects from Humanities, Fine Arts, Sciences - or equivalents. If you are 21 years of age or older, admission requires an overall average of 60% on the following two courses or their equivalents, English 30 and one other course in Humanities, Fine Arts or Sciences.
Arts University Transfer	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622 Transfers to: University of Alberta	2 Years transfer Diploma	Standard admission requirements, English 30, Language (other than English) or Math 30, three other approved 30 level subjects. Mature admission, at least 21 years of age and English 30 with a minimum of 65% or 6 credit university level English with a minimum C-.
Arts and Sciences	**Augustana University College** Camrose (Main) (780) 679-1100 Toll Free 1-800-661-8714	3 Years B.A. or B.Sc. (General); 4 Years B.A. or B.Sc. (Special)	Standard admission including English 30 and four other approved 30-level subjects.

GENERAL STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Arts and Sciences			
Arts and Sciences Specialization in: May lead to specializations like: (B.A.) - Concentrations in English, French, History, Music, Philosophy, Political Economy, Psychology, Religious Studies, Sociology; (B.S.) - Concentrations in Biology, Chemistry, Environmental Science, Mathematics.	**Concordia University College of Alberta** Edmonton (Main) (780) 479-9220 Toll Free 1-866-479-5200 Continuing Education (780) 413-7800	Varies	For 3 Year Arts Degree: Standard admission including English 30, and four other appropriate 30-level subjects. For 3 Year Science Degree: Standard admission with English 30 and Math 30 and three other appropriate 30-level subjects. For Unclassified: Demonstrate English Language proficiency.
Arts and Sciences	**Mount Royal College** Calgary (Main) (403) 240-0148 Transfers to: University of Alberta University of Calgary University of Lethbridge, The	General interest or up to 2 Years university transfer	For Bachelor of Arts: English 30 and Pure Math 30 or a 30-level language. For Bachelor of Science: English 30 and Pure Math 30 (Biology 30, Chemistry 30, Math 31 and Physics 30 recommended depending on the area).
Arts and Sciences	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years B.A. or B.Sc.	For B.A.: Standard admission with English 30, a 30-level language other than English or Math 30 or Pure Math 30, plus three other approved Grade 12 subjects (Social Studies 30 recommended.) For B.Sc.: Standard admission with English 30, Math 30 or Pure Math 30, and three other approved Grade 12 subjects, including two Sciences. Contact faculty for information on appropriate courses. Industrial Internship programs available to B.Sc. students in the Honors and Specialization routes. Non-Matriculated applicants considered for both Arts (65% average required) and Science (70% average required). Consult calendar for details.
Arts and Sciences	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	* 4 Years B.A., B.Sc.; 5 Years B.A./B.Ed., B.Sc./B.Ed., B.A./B.Mgt., B.Sc./B.Mgt.	Standard admission. For majors in Sciences: Biology 30, Chemistry 30, Math 30 or Pure Math 30(or Applied Math 30 and at least 75% standing in U. of Athabasca's Math 101), Math 31 and/or Physics 30 may be required or recommended.

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

GENERAL STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Arts and Sciences			
Arts, Professional Specialization in: - Communications - Criminal Justice - Human Services - Governance - Law and Management. Distance: Yes Delivery in: Courses in the Communication Studies major use various distance deliveries depending on the major, including on-site and individualized study. The courses for the Criminal Justice major are available by distance and on-line delivery or on-site at four colleges in Alberta. Course delivery for the Human Services major is predominately individualized (home) study. Governance, Law and Management courses are offered by individualized (home) study.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	2 Years 120 credits Bachelor of Professional Arts	This program is designed for students who have completed an approved two-year diploma or equivalent from a college or institute of technology. Students are granted up to 60 credits towards the degree. Some students may qualify as well to earn additional credits through Prior Learning Assessment (PLA).
General Arts University Transfer	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: University of Alberta University of Calgary University of Lethbridge, The	Varies up to two years	Minimum average of 60% and no mark below 50% in: English 30, Math 30 (or Pure Math 30) or a 30-level language other than English and three other approved 30-level subjects (Social Studies 30 recommended) -OR- mature student status -OR- successful completion of one year of a diploma program and Chairperson approval.
Humanities Distance: Yes Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years 90 credits BA 4 Years 120 credits BA Full or Part-time	Anyone 18 years of age or older can apply regardless of previous academic experience. A high-school diploma is not required.

GENERAL STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Arts and Sciences (French)			
Arts and Sciences Distance: Yes Delivery in: Home-study	**University of Alberta** Faculte Saint Jean (780) 465-8703	4 Years B.A. or B.Sc. 5 Years B.Ed./B.Sc. B.A. (Honors)	Standard admission with a 30-level French or equivalent, and English 30, plus three other approved Grade 12 subjects (Social Studies 30 and Math 30 recommended). Math 30 required for B.Sc. program. For B.Ed./B.Sc.: One year in B.A. or B.Sc. program. Instruction in French for B.A. (Honors), one year in General B.A.
General Studies			
General Studies Specialization in: - Arts and Science - Applied Studies Distance: Yes Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years 90 credits Bachelor Of General Studies Full or Part-time	Anyone 18 years of age or older can apply, regardless of previous academic achievement. A high-school diploma is not required. The Bachelor of General Studies does not have a residency requirement, and degree requirements may be completed at institutions other than Athabasca University. All courses transferred to this degree program must be university-level credit as determined by Athabasca University faculty.
General Studies	**Canadian University College** Lacombe (Main) (403) 782-3381 EXT 4142 Toll Free 1-800-661-8129	3 Years B.A.; 3 Years BSc.	A high school diploma with passing grades in English 30 and at least three other 30-level (Grade 12) courses.
General Studies	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	1 Year Certificate; 2 Years Diploma	High school diploma or equivalent. Completion of skills appraisal requirements unless exempt. Mature student status considered - students without a high school diploma who are 20 years of age or older and who have been out of school at least one year. Any post-secondary work prior to entry must present a minimum 1.7 (on a 4.0) GPA.

GENERAL STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
General Studies			
General Studies	**King's University College, The** Edmonton (Main) (780) 465-8334 Toll Free 1-800-661-8582	3-year or 4-year B.A.; or 3- or 4-year B.Sc.	Five appropriate Grade 12 subjects including English 30 with an overall average of at least 60%, no single mark below 50%. Mature Student - Minimum 21 years of age and English 30 with a minimum 60%. High school record and one letter of recommendation required; and/or college entrance examination scores. English Supplemental Test administered to some.
General Studies Distance: Both Distance and Non-Distance	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103	1 Year Certificate; 2 Year Diploma	Applicants are required to have a high school diploma or equivalent. Skills appraisal test may be required. General Studies Certificate required for the Diploma program. New students are accepted in the Fall, Winter or Spring terms.
General Studies	**Nazarene University College** Calgary (Main) (403) 571-2550 EXT 231	3 Year B.A. (concentration in General Studies)	Required High School Courses: All applicants must present five Grade 12 courses including English and Mathematics or a second language, with a minimum average of 60%or higher on the five courses.
General Studies	**Olds College** Olds (Main) (403) 556-8281 Toll Free 1-800-661-6537	1 Year Certificate	Alberta High School Diploma or Equiv.
General Studies	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: Athabasca University	Varies up to three years	No mark below 50% in English 30 or 33 and four others approved 30-level subjects -OR- High School Diploma -OR- mature student status -OR- recommendation of an Academic Advisor. (This program is available as a collaborative degree where classroom study is on-site at Red Deer College and the degree is granted through Athabasca University).

GENERAL STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
General Studies			
General Studies Specialization in: - Canadian Studies - Communications Studies - Development Studies - Law and Society - Leisure, Tourism and Society - Science, Technology and Society - Urban Studies - Women's Studies	**University of Calgary** Calgary (Main) (403) 220-6645	3 Years B.G.S.; 4 Years B.A. or B.Sc. (Honours); B.Ed/B.A.; B.A. or B.Sc. (After Degree); Co-op in Communications Studies and Development Studies	Standard admission with Math 30 or 31. French 30, 30S, 30N, Francais 30, or French Language Arts 30 is strongly recommended.
Sciences			
General Science University Transfer Specialization in: Vary by institution to which transfer is intended	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: University of Alberta University of Calgary University of Lethbridge, The	Varies up to two years	Minimum average of 60% with no mark below 50% in: English 30, Math 30 (or Pure Math 30) and 3 other approved 30-level subjects -OR- mature student status.
Science Distance: Yes Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	4 Years 120 credits BSc Full or Part-time	Minimum 18 years of age. Students with a previous undergrad degree from a recognized institution may have their program reduced by up to 60 credits based on whether the work completed is applicable to this program.

GENERAL STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Sciences			
Science University Transfer Specialization in: Agriculture, Agriculture or food Business Mangement, Food Processing Business Management, Biochemistry, Biological Sciences, Biology, Biological Sciences - Honours and Specializations (Animal Biology, Cell Biotechnology, Environmental Biology, Evolutionary Biology, Microbiology, Molecular Genetics, Physiology and Developmental Biology, Plant Biology, Cell Biology), Chemistry, Computing Science, Engineering, Environmental and Conservation Sciences, Environmental Physical Science, Forest Business Mangement, Forestry, Forest Management or Forest Resources, Earth and Atmospheric Science Geology, Geophysics, Human Ecology, Mathematics, Mathematics and Economics, Mathematics and Finance, Northern Studies, Nutrition & Food Sciences, Food Science and Technology, Food and Nutrition, Nutrition, Paleontology, Pharmacology, Physics, Physiology, Psychology and Statistics.	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772 Transfers to: University of Alberta University of Calgary University of Lethbridge, The	Varies: 1-2 Years (depending on specialization)	Standard admission with English 30, Pure Math 30, and two other 30-level Sciences (as appropriate to the chosen program), and one other Humanities, Fine Arts or Science. If you are 21 years of age or older requires an overall average of 60% on the following three courses or equivalents, Pure Math 30, two of Biology 30, Chemistry 30, Math 31, Physics 30.
Science University Transfer	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	2 Years Diploma	Standard Admission: English 30, Math 30, two of Biology 30, Chem 30, Math 31, or Physics 30 and one other approved 30 level course. Mature Admission: At least 21 years of age, Math 30, two of Biology 30, Chem 30, Physics 30, or Math 31. (Note: Mature applicants may be required to write an English Skills Appraisal Test.) Applicants whose record includes one previous academic probation or requirement to withdraw from any post-secondary program or institution will be considered for admission. Those accepted will be placed on Academic Probation.

GENERAL STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Sciences			
Science University Transfer	**Mount Royal College** Calgary (Main) (403) 240-0148 Transfers to: University of Alberta University of Calgary University of Lethbridge, The	Varies Up to 2 Years	Standard university transfer admission with English 30 and Pure Math 30.
University Transfer			
University Transfer Specialization in: - University Studies	**Lakeland College** Lloydminster (780) 871-5700 Toll Free 1-800-661-6490 Transfers to: University of Alberta University of Calgary University of Lethbridge, The University of Regina University of Saskatchewan	Varies up to 2 Years; Associate Certificate (upon completion of 30 credits); Associate Diploma (upon completion of 60 credits)	At least five matriculation subjects including: English 30, Social Studies 30, and three additional matriculation subjects with an overall average of at least 60% in these five subjects.
University Transfer Specialization in: Lectures, Labs, Distance Delivery Systems Courses are offered by Athabasca University, University of Alberta and Grande Prairie Regional College Distance: Both Distance and Non-Distance Delivery in: Traditional classroom, audio conferencing, internet.	**Northern Lakes College** Various Sites (780) 751-3200	Varies up to 2 Years	Applicants must be 18 years of age or older and have been out of school for one year or more OR have a high school diploma, have a clear educational goal and an understanding of the requirements for fulfilling that goal, personal interview, and written essay at the time of the interview.
University Transfer	**St. Mary's College** Calgary (Main) (403) 531-9130	Varies up to 2 years	High school diploma with minimum 60% average. Mature status requires English 30 or equivalent. Students transferring to other institutions should be aware that the receiving institution may base admission on Grade 12 marks.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

Dental Assisting and Dental Hygiene

- -Dental Assistant
- -Dental Assistant Level I/II
- -Dental Assisting
- -Dental Assisting (Independent Study)
- -Dental Hygiene

Dental Laboratory and Denturist Technology

- -Dental Laboratory Technology
- -Denturist Technology

Dentistry and Orthodontics

- -Dentistry
- -Orthodontics

Emergency Medical Services Technology

- -Emergency Medical Responder
- -Emergency Medical Technician
- -Emergency Medical Technician - Ambulance
- -Emergency Medical Technologist - Paramedic
- -Emergency Medical Technology - Paramedic
- -Emergency Services Technician
- -Emergency Services Technologist
- -Paramedic

Gerontology and Gerontological Nursing

- -Gerontological Nursing

Hearing Aid Practitioner

- -Hearing Aid Practitioner

Holistic Health

- -Acupressure Therapy
- -Acupuncture
- -Aromatherapy
- -Holistic Health Practitioner
- -Reflexology Therapy

Massage Therapy

- -Advanced Massage
- -Advanced Massage Therapy
- -Advanced Massage Therapy Diploma
- -Massage Practitioner
- -Massage Therapy
- -Massage Therapy Certificate
- -Relaxation/Swedish Massage
- -Relaxation/Swedish Message Correspondence
- -Remedial Massage Therapy
- -Swedish Massage
- -Swedish Relaxation Massage

Medical Laboratory Assistant

- -Medical Laboratory Assistant
- -Medical Laboratory Assisting

Medical Laboratory Technology

Medical Laboratory Technology (continued)

- Combined Laboratory and X-Ray Technician
- Cytotechnology
- Medical Laboratory Technologist
- Medical Laboratory Technology

Medical and Related Sciences

- Cell Biology
- Medical Laboratory Science
- Medical Sciences
- Neuroscience
- Physiology
- Physiology University Transfer
- Pre-Professional University Transfer

Medicine and Medical Specialties

- Acupuncture
- Emergency Medicine
- Family Practice
- Medical Research
- Medical and Surgical Specialities
- Medicine

Nurse, Licensed Practical (LPN)

- Aboriginal Practical Nurse
- Practical Nurse
- Practical Nurse Program for Health Care Workers

Nurse, Licensed Practical (LPN) - Refresher

- Practical Nurse Re-Entry

Nursing Assistant

- Nursing Assistant

Nursing, Basic (RN)

- Home Health Nursing
- Nursing
- Nursing (Bachelor of Science in)

Nursing, Basic (RN) - Refresher

- Nursing Guided Practice Course - Non-Credit
- Nursing Re-Entry for Registered Nurses
- Nursing Refresher

Nursing, Basic - Post RN

- Nursing
- Nursing - Post RN
- Nursing After-Degree
- Nursing Post-Diploma
- Nursing Practice - Advanced Graduate Diploma
- Post R.N. Degree Completion

Nursing, Psychiatric (RPN)

- Psychiatric Nursing

Nursing, Specialties

- Community Nursing

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

(continued)

Nursing, Specialties

- -Critical Care Nursing
- -Maternal Infant Child Nursing
- -Mental Health Nursing
- -Neonatal Nursing
- -Occupational Health Nursing
- -Perinatal Nursing
- -Perioperative Nursing
- -Rural Nursing, Post RN

Occupational and Environmental Health and Safety

- -Environment, Health and Safety Coordinator
- -Environmental Health
- -Occupational Health and Safety
- -Occupational Health and Safety Certificate

Ophthalmic Dispensing

- -Ophthalmic Assistant
- -Ophthalmic Dispensing - Contact Lenses
- -Ophthalmic Dispensing - Eye Glasses

Palliative Care

- -Palliative Care

Pharmacology and Pharmacy Support

- -Pharmacology
- -Pharmacy
- -Pharmacy Assistant
- -Pharmacy Technician

Radiology and Diagnostic Imaging Technology

- -Diagnostic Medical Sonography
- -Diagnostic Medical Sonograpy - Accelerated
- -Magnetic Resonance Imaging (note: program suspended until 2003-04)
- -Medical Radiologic Technology
- -Nuclear Medicine Technology
- -Radiation Therapy
- -Radiology and Diagnostic Imaging

Respiratory Therapy and Cardiovascular Perfusion

- -Respiratory Therapy

Sterile Processing

- -Sterile Processing
- -Sterile Processing and Distribution

Therapist Assistant

- -Occupational Therapy Assistant
- -Physical Therapy Aide
- -Physical Therapy Assistant
- -Rehabilitation Therapy Assistant
- -Speech Language Pathologist Assistant
- -Therapist Assistant

Therapy Specialists

- -Occupational Therapy

Therapy Specialists (continued)

- Physical Therapy
- Speech Pathology and Audiology

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Dental Assisting and Dental Hygiene			
Dental Assistant	**Columbia College** Calgary (Main) (403) 235-9300 Toll Free 1-888-235-9370	1110 Hours (28 Weeks)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Dental Assistant Level I/II	**KDM Dental College International Inc. - Calgary** Calgary (Main) (403) 264-2744 Toll Free 1-800-463-9201	575 Hours (25 Weeks; includes 4 week work experience)	An Alberta high school diploma with English and Math 30, and a Grade 11 science with 60% or better or non-Alberta equivalent. OR An Alberta high school diploma with English and Math 33 with a Grade 10 science with 75% or better. OR A University degree or diploma. If the above is not available the student must have a minimum Grade 10 with an Admission test, attaining a score of 75% or better. All applicants must produce a transcript as proof or academic records prior to admission.
Dental Assistant Level I/II	**KDM Dental College International Inc. - Edmonton** Edmonton (Main) (780) 423-6863 Toll Free 1-800-463-9201	575 Hours (25 Weeks; includes 4 week work experience)	An Alberta high school diploma with English and Math 30, and a Grade 11 science with 60% or better or non-Alberta equivalent. OR An Alberta high school diploma with English and Math 33 with a Grade 10 science with 75% or better. OR A University degree or diploma. If the above is not available the student must have a minimum Grade 10 with an Admission test, attaining a score of 75% or better. All applicants must produce a transcript as proof or academic records prior to admission.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Dental Assisting and Dental Hygiene			
Dental Assisting	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	1 Year Certificate	An Alberta High School Diploma or equivalent, including English 30 or 33, Biology 30 and Chemistry 30. A career investigation report, which includes time spent in a dental office, is also required. In order to be successful in this program, students must have basic computer literacy. An acceptable computer skill level would include basic word processing, spreadsheets, internet and e-mail. For those students who wish to take a computer course, NAIT Continuing Education courses which include BCS 141, BUS 147, CPM 150 and HSC106 are available for a fee.
Dental Assisting	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	1 Year Certificate (Four-week practicum)	An Alberta High School Diploma or equivalent with at least 50% in English 30 or 33, Biology 30, Chemistry 30, any Grade 12 Mathematics, and a typing or computer software course. For upgrading options, please see our Pre-Careers program. In 2000, 97% of our graduates were employed within 6 to 9 months. Their starting salary range was $21,600 to $30,000 per year.
Dental Assisting	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	1 Year Certificate	An Alberta high school diploma or equivalent with English 30 or 33, Mathematics 30, 31 or 33, Chemistry 30, Biology 30 and a typing/keyboarding course, or a computer software program. A special medical examination and immunization required.
Dental Assisting (Independent Study) Distance: Yes	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	2 Year Certificate	Employment in a dental office (12 - 14 hours per week). English is the language of instruction in all programs at NAIT; therefore, an adequate knowledge of written and spoken English is required. It is strongly recommended that students have Grade XII English and Biology and/or Chemistry.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Dental Assisting and Dental Hygiene			
Dental Hygiene	**University of Alberta** Edmonton (Main) (780) 492-3113	3 Years Diploma; 4 Years B.Sc. (Dental Hygiene Specialization); 1 Year B.Sc. (Dental Hygiene Specialization)-Post Diploma Completion	Diploma: Standard admission with Biology 30, Chemistry 30, English 30, Mathematics 30 or Pure Math 30, and one other approved Grade 12 subject. Interview and spoken English language proficiency required. B.Sc.: Students enrolled in the diploma program may complete the B.Sc. (Dental Hygiene Specialization) after successful completion of diploma program (minimum G.P.A. 5.0) and successful completion of National Dental Hygiene Certification Board Exam (Canadian). Post-Diploma Degree completion: 2 years U of A Dental Hygiene Diploma with ENGL 101, PSYCO 104, SOC 100, and STATS (3 credits), G.P.A. 5.0, letters of good standing from current licensing bodies.
Dental Laboratory and Denturist Technology			
Dental Laboratory Technology	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	2 Year Diploma	An Alberta High School Diploma or equivalent, including English 30 or 33, Biology 30, and Math 20 pure or applied, or Math 23. A career investigation report is required. Applicants who do not meet NAIT's English prerequisite may complete the required prerequisite English course and complete the TOEFL plus the Test of English as a spoken language. In order to be successful in this program, students must have basic computer literacy. An acceptable computer skill level would include basic word processing, spreadsheets, internet and e-mail. For those students who wish to take a computer course, NAIT Continuing Education courses which include BCS 141, BUS 147, CPM 150 and HSC106 are available for a fee.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Dental Laboratory and Denturist Technology			
Denturist Technology	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	2 Year Diploma	An Alberta High School Diploma or equivalent, including English 30 or 33, Biology 30, and Math 20 pure or applied, or Math 23. A career investigation report is required. Applicants who do not meet NAIT's English prerequisite may complete the required prerequisite English course and complete the TOEFL plus the Test of English as a spoken language. In order to be successful in this program, students must have basic computer literacy. An acceptable computer skill level would include basic word processing, spreadsheets, internet and e-mail. For those students who wish to take a computer course, NAIT Continuing Education courses which include BCS 141, BUS 147, CPM 150 and HSC106 are available for a fee.
Dentistry and Orthodontics			
Dentistry	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years D.D.S.	Completion of at least two full years of study at an approved university or college with courses in Organic and Inorganic Chemistry, Physics, Biology, English, Statistics and Introductory Biochemistry. Pre-testing, an interview and spoken English language proficiency required. This is a quota program.
Orthodontics	**University of Alberta** Edmonton (Main) (780) 492-3113	32 Months Diploma M.Sc. (Ph.D.)	Successful completion of D.D.S. degree. One year general practice recommended.
Emergency Medical Services Technology			
Emergency Medical Responder Distance: Both Distance and Non-Distance Delivery in: Home Study- final written & lab assessments	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	Varies	Valid Standard First Aid within 1 year; Valid Level C - CPR within 6 months. Students must provide proof of prerequisite at the first class.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Emergency Medical Services Technology			
Emergency Medical Responder Distance: Both Distance and Non-Distance	**Portage College** Lac La Biche (780) 623-5580 (Main)	Varies	Valid CPR Certificate (Level C) within 6 months and Standard First-Aid Certificate within 1 year.
Emergency Medical Responder Distance: Both Distance and Non-Distance Delivery in: Self-study supported with class/lab days	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	12 Week Certificate	Minimum age of 18 by the start date of the course. CPR certification at the Basic Rescuer (Level C) and Standard First Aid, or equivalent, taken within one year of the application deadline. Proof must be submitted with application (SAIT's Life Support Training Centre offers Standard First Aid & CPR courses every month. Please call (403) 284-7248 or toll free (877) 284-7248 for additional information). To enroll in the EMR program, students need to fill out a Continuing Education application form. Courses are run on a demand basis. When sufficient applications are received, a course is set up. The EMR program is also offered with funding from Alberta Learning at designated training centers throughout rural Alberta. This program is subsidized for those people who are currently working or volunteering for an ambulance service. The proposed fees and scheduling are subject to change. For further information call the Prehospital Care office at (403) 284-8512. Students must be a resident of the community that is sponsoring the program.
Emergency Medical Technician	**Portage College** Lac La Biche (780) 623-5580 (Main) Transfers to: Northern Alberta Institute of Technology Southern Alberta Institute of Technology	20 Weeks EMT-A Certification	Grade 12 or equivalent EMR certificate, ACP registration, Valid CPR certificate, Personal resume; Medical form; and up-to-date immunization record (including Hepatitis), (Tetanus, Diphteria within last 10 years), Hep B, Flu Shot, Mantoux, record of childhood polio series & MMR series. Class 4 driver's license; Criminal Record Check (student must provide to practicum sites both hospital and ambulance service. Do not submit to college). Signed Student Agreement Form.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

Emergency Medical Services Technology

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Emergency Medical Technician - Ambulance Distance: Both Distance and Non-Distance Delivery in: This program is delivered throughout Alberta at clinical sites that support hospital and ambulance practicums. Self-study supported with class/lab days.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	30 Week Program Program delivery throughout Alberta (Hospital and ambulance practicum)	Minimum age 18. Emergency Medical Responder (EMR) graduate. Valid Class 4 or 5 driver's license. CPR certification at the Basic Rescuer Level (C) taken within 12 months of the application deadline. Although academic standing is not a selection criterion, a high school transcript must accompany the application. (English 10 or 13 and further testing English language proficiency is currently under review as a pre-requisite.) Applicants must sign a practicum agreement contract prior to final acceptance. This program receives more applications than we have seats. The following outlines the selection process presently in place: Work experience, educational background, career plans, community and professional service will be taken into consideration in the selection of candidates. A standardized form for listing work experiences, etc. will be sent to the applicant by the department if the prerequisites are all met. First Intake- Application period: Jan 4 -March 1, 2002 Course start dates: August to September 2002 Locations: Calgary Second Intake-Application period: Jan 4 - April 28, 2002 Course start dates: August to December 2002 Locations: Calgary, Edmonton, Lethbridge area & TBA Southern & Central Alberta Third Intake-Application period: Apr 28 - Oct 31, 2002 Course start dates: January to April 2003 Locations: Calgary, TBA Southern, Central and Northern Alberta Applicants not successful in the first or second intake are automatically carried over to the next intake.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Emergency Medical Services Technology			
Emergency Medical Technologist - Paramedic	**Portage College** Lac La Biche (780) 623-5580 (Main)	20 Weeks	High School Diploma with a minimumof 50% in English 30 or English 33, Chemistry 30, Biology 30, or Science 30, Math 20, Math 20(Applied or Pure), or Math 23. Registered EMT with the Alberta College of Paramedics. BTLS/PHTLS within three years and CPR within one year. 18 years or older with a resume highlighting field experience.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Emergency Medical Services Technology			
Emergency Medical Technology - Paramedic	**Northern Alberta Institute of Technology** Edmonton (Main) Note: Toll Free 1-800-661-4077	2 Year Diploma (including ambulance and hospital practicum)	Applicants must possess and submit all of the following: 1. An Alberta High School Diploma or equivalent, including English 30 or 33, Chemistry 30 and Biology 30 or a document that reflects the successful completion of a NAIT Pre-Technologies program or equivalencies in post-secondary education. 2. A NAIT Application Form along with the current application fee. 3. An Alberta EMT-A Certificate (must be a graduate from an EMT-A Accredited Program) or equivalent (applicants are required to submit their written exam and lab results). All ACP approved 12-1 skills are recommended. 4. A current EMT-A Registration card from the Alberta College of Paramedics (ACP). 5. A current Cardiopulmonary Resuscitation (CPR) card, dated within one year of the start date of NAIT EMT-Paramedic classes. 6. A current Basic Trauma Life Support (BTLS), or Prehospital Trauma Life Support (PhTLS) or equivalent, dated within the previous three years of the start date of NAIT EMT-Paramedic classes. 7. A valid Alberta Class 1, 2 or 4 driver's license or equivalent. 8. A typed career investigation. 9. A prehospital care field experience resume. 10. In order to be successful in this program, students must have basic computer literacy. An acceptable computer level would include basic word processing, spreadsheets, internet and e-mail. It is the student's responsibility to ensure adequacy of these skills for success in the EMT-Paramedic Program.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Emergency Medical Services Technology			
			testing as a condition of employment.
Emergency Medical Technology - Paramedic	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	2 Year Diploma (Ambulance and hospital practicums)	Alberta High School Diploma or equivalent with at least 50% in English 30 or 33, Pure Math 20 or Applied Math 20 (23), and, Biology 30 or Science 30. For upgrading options, please see our Pre-Careers program. Applicants must possess a National Academy for Professional Driving certificate or equivalent. All applicants must be registered with the Alberta College of Paramedics (ACP) as EMT-As by August 1, prior to the program commencing. Applicants must sign a practicum agreement contract prior to final acceptance. Applicants should indicate on their application whether they wish to be considered for the Daytime or Outreach program (if eligible), or both. English Language Proficiency Requirements: As English is the language of instruction in all programs at SAIT and the primary language of practice in your chosen profession; an adequate knowledge of written and spoken English is a prerequisite for admission. Regardless of country of origin or citizenship status, all applicants must demonstrate proficiency in the English language prior to acceptance. In 2000, 100% of our graduates were employed within 6 to 9 months. The 2001 graduating class was 95% employed prior to graduation. Starting salaries ranged from $30,000 to $45,000 per year.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Emergency Medical Services Technology			
Emergency Services Technician	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	Joint initiative of Alberta Fire Training School (AFTS), Lakeland College & SAIT; 44 Week Diploma (Hospital & Ambulance Practicum; Firefighter Practicum)	Minimum age of 18. Emergency Medical Responder (EMR) is a pre-requisite. However, if the student does not have this, it will be taught prior to starting the EST program. Valid Class 4 or 5 driver's license. High school diploma with at least 50% in English 30 (65% in English 33). Canada's only full-time program providing a combination of fire fighting & emergency medical services skills. CPR certification at the Basic Rescuer Level (C) taken within 12 months of the application deadline. Applicants must sign a practicum agreement contract prior to final acceptance. The competitive selection process includes the following: Resume/questionnaire, Physical fitness assessment, Personal interview, Aptitude test, First-aid/CPR knowledge test, Application deadline is in late October to Lakeland College. From 1997 through 2000, graduating classes averaged over 77% employment in related fields.
Emergency Services Technologist	**Lakeland College** Vermilion (780) 853-8420 Toll Free 1-800-661-6490	42 Weeks Diploma	Minimum 18 years of age with valid Class 4 or 5 driver's license, and a high school diploma with at least 50% in English 30 (65% in English 33), Standard First Aid Certificate and CPR Level C. It is strongly recommended that applicants obtain the Emergency Medical Responder certificate and some background in fire/medical participation. As well, a resume questionnaire, physical fitness assessment, a personal interview, an aptitude test, and a First Aid/CPR knowledge test.
Paramedic	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819	2 year program	High school diploma with English 30, Biology 30, Math 30, and one other 30 or 33 level subject with an overall average of 60% and no grade lower than 50%.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Gerontology and Gerontological Nursing			
Gerontological Nursing Distance: Yes Delivery in: Distance Delivery	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622 Transfers to: Athabasca University	Varies Certificate in Gerontological Nursing (Up to 4 years to complete the program)	Registered Nurse or Registered Psychiatric nurse or Licensed Practical Nurse. 3 credit health assessment course with a minimum of C-. (Individualized program available through distance learning or home study.)
Hearing Aid Practitioner			
Hearing Aid Practitioner Distance: Both Distance and Non-Distance	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622 Transfers to: Athabasca University	2 Years Diploma (on-site or distance delivery)	High school diploma or equivalent. Successful completion of Biology 30 and human anatomy & physiology or human physiology. Professional profile, one reference and a criminal record check required.
Holistic Health			
Acupressure Therapy Specialization in: - Anatomy - Physiology - Pathology - Oriental Principles & Concepts - Reflexology or Accupressure Treatments Delivery in: Clinical Practicum	**Mount Royal College** Continuing Education (403) 240-6875	4 Courses Certificate (9 months)	Alberta high school diploma or equivalent or mature student status.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Holistic Health			
Acupuncture	**Alberta College of Acupuncture & Traditional Chinese Medicine** Calgary (Main) (403) 286-8788	2668 Hours (108 Weeks)	Students must meet ALL of the following criteria: 1. Eighteen years of age 2. Alberta high school diploma or non-Alberta equivalent, verified by transcript, with 60% or better in a grade 12 english, a grade 12 mathematics and a grade 12 science 3. If previous schooling was in a language other than English, must provide proof of TOEFL exam 4. Successful interview with School Administration And ONE of the following criteria: 1. Out of high school for two years OR 2. Successful completion of one year of post-secondary education (at an institution recognized by ACATCM) or equivalent training, verified by transcript.
Acupuncture	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	2 Years Diploma	High school diploma, English 30, Biology 30 and Chemistry 30 with no mark less than 65%. Two years post-secondary education with a minimum 2.0 on a 4.0 scale (preference will be given for applicants in the health sciences).
Aromatherapy Specialization in: - Anatomy - Physiology & pathology - Aromatherapy - Materia Medica - Assessment Delivery in: Clinical Practicum	**Mount Royal College** Continuing Education (403) 240-6875	4 Courses Certificate (9 months)	Alberta high school diploma or equivalent or mature student status.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Holistic Health			
Holistic Health Practitioner	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	2 Years Diploma	Applicant must have a minimum of a high school diploma with English 30 Min grade of 65% or equivalent. Mature Students must be 18 yrs of age and out of high school for 1 year with English 30 min 50% or equivalent and 2 other 30 level subjects with min 50%. Present a Professional Profile. Plus all must have Basic Human Anatomy and Physiology or Human Physiology (90 hours). Criminal Record Check to be submitted by the beginning of intake term. Standard First Aide & CPR at the Basic Rescuer Level, and Immunization records, must be completed by the end of the first tem of intake year.
Reflexology Therapy Specialization in: - Reflex points - Anatomy & Physiology - Oriental Principles - Pathology Delivery in: Clinical Practicum	**Mount Royal College** Continuing Education (403) 240-6875	4 Courses Certificate (9 months)	Alberta high school diploma or equivalent or mature student.
Massage Therapy			
Advanced Massage Distance: Yes Delivery in: Print	**Northern Institute of Massage** Clyde (Main) (780) 348-5385	40 Weeks (1 Weekend per month on-site for Practical)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Massage Therapy			
Advanced Massage Therapy	**Foothills College of Massage Therapy Inc.** Calgary (Main) (403) 255-4445	1270 Hours (28 Weeks)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Advanced Massage Therapy Diploma	**Alberta Institute of Massage** Red Deer (Main) (403) 346-1018	1200 Hours (36 Weeks)	Standard Admission- Students must meet ALL of the following criteria: 1. Successful completion of the Alberta Institute of Massage's 1000-Hour Massage Therapy Program, or an equivalent program recognized by the Alberta Institute of Massage. 2. Successful interview with school administration. 3. Must be 18 years of age or older.
Massage Practitioner	**International Academy of Esthetics** Sherwood Park (Main) (780) 449-1225 Toll Free 1-800-352-4383	350 Hours Certificate (part-time)	STANDARD ADMISSION- Students must meet ONE of the following criteria. 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria. 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Massage Therapy			
Massage Therapy Specialization in: - Therapeutic Massage	**Edmonton College of Swedish Relaxation Massage Inc.** Sherwood Park (780) 464-8548 (Main)	1000 Hours (26 Weeks)	STANDARD ADMISSION 1. High School Diploma with Biology 30. 2. 18 years of age. 3. Successful graduation from certified courses in First Aid and Cardio-Pulmonary Resuscitation as approved by the Director of Private Institutions, and which may be taken at the same time as the massage program. MATURE ADMISSION 1. General Equivalency Diploma (G.E.D.) test program certificate and 23 years of age. OR Successful completion of a basic relaxation massage course equivalent to that offered at a provincially accredited college or technical institute. 2. Successful graduation from certified courses in First-Aid and Cardio-Pulmonary Resuscitation as approved by the Director, Private Institutions, and which may be taken at the same time as the massage program.
Massage Therapy	**Foothills College of Massage Therapy Inc.** Calgary (Main) (403) 255-4445	1000 Hours (26 Weeks)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Massage Therapy			
Massage Therapy	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	2 Years Certificate	High school diploma or equivalent with either Biology 30, Chemistry 30 or Science 30. Mature student status - 21 years of age or older, and out of school one or more years.
Massage Therapy	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103	1 Year Certificate	High school diploma or equivalent. Minimum 60% in one of Biology 30 (recommended), Chemistry 30 or Science 30; English 30/33 and Math 30/33. Letter of intent and evidence of recent medical examination and immunization records. A criminal Record Check prior to practicum placement is required.
Massage Therapy Specialization in: - Sports Massage	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819	1 Year Certificate; 2 Years Diploma	A high school diploma or equivalent including at least 60% in Biology 30, English 30/33 and two other 30-level subjects, with one being a second 30-level science. Non-matriculated students over 21 years, English 30/33, Biology 30. The Massage Therapy Diploma Program is open to those students who have successfully completed the Certificate Program or to those who have completed a one year certificate program at an approved institution.
Massage Therapy Specialization in: -Massage Therapy Techniques Delivery in: Classroom	**Metro Community College** Edmonton (Main) (780) 428-1111 Toll Free 1-877-202-2003	1200 Hours (33 week) Certificate	Grade 12 Science (preferably Biology 30), English 23. Proof of prerequisites (report card or transcript) is required for registration purposes. All ESL students will be required to successfully complete an English proficiency test.
Massage Therapy Specialization in: - Therapeutic Massage - Anatomy - Pathology - Kinesiology - Orthopedic Assessment Delivery in: Clinical Practicum	**Mount Royal College** Continuing Education (403) 240-6875	Full-time (Days); Part-time (Evenings & weekends) Certificate	Alberta high school diploma or equivalent or mature student status.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Massage Therapy			
Massage Therapy Certificate	**Alberta Institute of Massage** Red Deer (Main) (403) 346-1018	1000 Hours (25 Weeks)	Standard Admission: Students must meet ONE of the following criteria. 1. Alberta high school diploma, verified by transcript, with 50% or better in English 30 or 33, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English. Mature Admission: Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in Grade 10 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent.
Relaxation/Swedish Massage Distance: Both Distance and Non-Distance	**Northwestern School of Massage** Calgary (Main)	250 Hours (12 Weeks, students are required to spend an additional 100 hours in homestudy)	ALL OF THE FOLLOWING: 1. Alberta high school diploma or equivalent with credits in Biology. 2. Successful interview with school administrator.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Massage Therapy			
Relaxation/Swedish Message Correspondence Distance: Yes Delivery in: Home-study	**Northwestern School of Massage** Calgary (Main)	250 Hours	CORRESPONDENCE PROGRAM CONTACT SCHOOL
Remedial Massage Therapy	**Western School of Remedial Massage** Edmonton (Main) (780) 491-0574	1892 Hours (88 Weeks)	A. Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English course, and a Grade 12 Science course, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English, and Science. B. Mature Admission Students must meet ONE of the following criteria: 1. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a Grade 10 English and a Grade 10 Mathematics, or non-Alberta equivalent. OR 2. Successful results on an aptitude test administered by the school and approved by the Director, Private Institutions Branch, Alberta Learning In addition to the above, students must meet ALL of the following criteria: 1. Age 18 and out of high school for 2 years.
Swedish Massage Distance: Yes Delivery in: Print	**Northern Institute of Massage** Clyde (Main) (780) 348-5385	28 Weeks (1 Weekend per month on-site for Practical)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Massage Therapy			
Swedish Relaxation Massage	**Calgary College of Swedish Relaxation Massage** Calgary (Main) (403) 251-1186	250 Hours (Day) (7 Weeks) OR 250 Hours (15 Weekends) (Professional Certification in Swedish Relaxation Massage)	Standard Admssion- Students must meet ONE of the following criteria. 1 Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English. MATURE ADMISSION- Students must meet All of the following criteria. 1. Eighteen years of age. 2 Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions, Alberta Learning. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Massage Therapy			
Swedish Relaxation Massage	**Prairie Massage Therapy Training Institute** Grande Prairie (Main) (780) 402-8634 Toll Free 1-877-768-8400	201 Hours (24 Weeks; part-time)	Standard Admission Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in grade 12 English, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English. Students must meet ALL of the following 1. Successful interview with school administration. Mature Admission Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Fifty credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a grade 10 English and Mathematics 10 or any grade 11 Mathematics, or non-Alberta equivalent. 4. Successful interview with school administration.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Medical Laboratory Assistant			
Medical Laboratory Assistant Distance: Both Distance and Non-Distance Delivery in: Many of the first-year courses are available by correspondence	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	30 Week Certificate (Eight-week practicum)	Alberta High School Diploma or equivalent with at least 60% average in English 30, Pure/ Applied Math 30 (Math 30 or 33), Chemistry 30 and Biology 30. For upgrading options, please see our Pre-Careers program. This program receives more applications than we have seats. The average mark on the prerequisite courses for successful applicants last year was approximately 75%. In 2000, 100% of our graduates were employed within 6 to 9 months. Their starting salary range is $13.74 ? 16.62/hr according to the Health Sciences Associations' August 2001 collective agreement.
Medical Laboratory Assisting	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	1 Year Certificate	An Alberta High School Diploma or equivalent, with 60% or better in each of English 30 or 33, Math 30 or 33, Chemistry 30, Biology 30, plus keyboarding or a typing course at a Grade 10 level or equivalent. A career investigation report is required. Basic computer literacy is required for success in this program.
Medical Laboratory Technology			
Combined Laboratory and X-Ray Technician	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	2 Year Diploma	An Alberta High School Diploma or equivalent, with 60% or better in each of English 30, Math 30, Chemistry 30 and Biology 30. Basic computer literacy is required for success in this program. Basic computer literacy is defined as: -Word processing skills -Use of a spread sheet -Use of e-mail -Basic Internet skills A career investigation report form is required. The form can be obtained from the Combined Laboratory and X-Ray Program Administrative Assistant (780) 471-8785.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Medical Laboratory Technology			
Cytotechnology	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	2 Years Diploma (includes 39 Weeks at NAIT plus 49 Weeks of laboratory training)	An Alberta High School Diploma or equivalent, with 60% or better in each of English 30, Math 30, Chemistry 30 and Biology 30 (Physics 20 is highly recommended). Basic computer literacy is required for success in this program.
Medical Laboratory Technologist	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	17 Month Diploma (37-week clinical practicum)	Applicants must have one of the following as a prerequisite: SAIT Medical Laboratory Assistant (MLA) certificate (received after 1994); NAIT MLA certificate (received after 1999); NAIT or SIAST Combined X-ray Laboratory Technologist certificate. Other MLA certificates will be assessed on an individual basis. English Language Proficiency Requirements. Students require a cumulative grade point average of 2.67 in the SAIT MLA prerequisite program or 70% average in prerequisite programs taken at other institutions. Applicants must sign a practicum agreement prior to final acceptance into the program. Enrollment in this program is limited. Applicants will be accepted on the basis of academic standing. Work experience, educational background, career plans, community and professional service will also be taken into consideration in the selection of candidates. A standardized form for listing work experiences and your career investigation will be sent to each applicant meeting the basic prerequisites. The top 50 (or less) ranked candidates will be offered a personal interview with the MLT selection committee for further consideration. Candidates will be notified of their success in obtaining an interview by April 30th.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Medical Laboratory Technology			
Medical Laboratory Technology Distance: Both Distance and Non-Distance	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	2 Year Diploma	An Alberta High School Diploma or equivalent, with 60% or better in each of English 30, Math 30, Chemistry 30 and Biology 30 (Physics 20 is highly recommended). Basic computer literacy is required for success in this program.
Medical and Related Sciences			
Cell Biology	**University of Alberta** Edmonton (Main) (780) 492-3113	2 Years M.Sc.; 3 Years Ph.D.	Open to graduates of general and health-related science programs (GPA of 7.0 required at University of Alberta or an equivalent qualification from a recognized institution). Applicants with degrees in other fields will be considered.
Medical Laboratory Science	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years B.Sc.	One preprofessional year of study with five full university-level courses including courses in Biology, English, Chemistry, Statistics and options. Spoken English language proficiency required.
Medical Sciences	**University of Alberta** Edmonton (Main) (780) 492-3113	2-3 Years Ph.D. (Interdisciplinary)	Successful completion of a Master's degree, normally a M.Sc.
Medical Sciences	**University of Alberta** Edmonton (Main) (780) 492-3113	1 Year B.Sc. in Medicine or Medical Science (B.MSc.)	Completion of the second year of the medical program or completion of the M.D. program.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Medical and Related Sciences			
Medical Sciences Specialization in: - Anatomy/Cell Biology - Applied Sciences in Medicine - Biochemistry, Immunology - Medical Microbiology & Infectious Diseases - Pediatrics - Pathology, Physiology - Pharmacology - Radiology/Diagnostic Imaging - Surgery	**University of Alberta** Edmonton (Main) (780) 492-3113	2-3 Years M.Sc. 4-5 Years Ph.D.	Undergraduate degree (normally a B.Sc.) with a grade point average of at least 6.5.
Neuroscience	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	* 4 Years B.Sc. (M.Sc., Ph.D.)	Standard admission. Biology 30, Chemistry 30, and Math 30 or Pure Math 30 (or Applied Math 30 and at least 75% standing in U. of Athabasca's Math 101) required. Physics 30 may be required. Math 31 recommended.
Physiology	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years B.Sc. (Honors) B.Sc. (Specialization) (M.Sc., Ph.D.)	Standard admission with English 30, Mathematics 30 or Pure Mathematics 30, Biology 30, Chemistry 30, plus one other approved Grade 12 subject. Physics 30 recommended.
Physiology University Transfer	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: University of Alberta	Varies up to one year	Minimum average of 60% with no mark below 50% in: Biology 30, Chemistry 30, English 30, Math 30 (or Pure Math 30) and Physics 30.
Pre-Professional University Transfer Specialization in: -Pre-Chiropractic -Pre-Dentistry -Pre-Medicine -Pre-Optometry -Pre-Pharmacy -Pre-Veterinary Medicine	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: University of Alberta University of Saskatchewan	Varies up to two years.	Varies by specialization.

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Medicine and Medical Specialties			
Acupuncture Delivery in: Clinical practise component.	**University of Alberta** Faculty Of Extension (780) 492-3116	200 Hours plus Final Examination Certificate in Medical Acupuncture (1 year part-time)	This program is open to Physicians and Surgeons, Dentists, Physiotherapists interested in adding the practice of Medical Acupuncture to their skill sets. For further information visit our website at: www.extension.ualberta.ca/acupunctu r e or e-mail at carmen.hendrickson@ualberta.ca
Emergency Medicine	**University of Alberta** Edmonton (Main) (780) 492-3113	1 Year Certificate	Successful completion of Ph.D. degree and a two-year certificate in Family Medicine. Must be eligible for registration on the Educational Register of the College of Physicians and Surgeons of Alberta.
Family Practice	**University of Alberta** Edmonton (Main) (780) 492-3113	2 Years	Successful completion of M.D. degree. Must be eligible for registration on the Educational Register of the College of Physicians and Surgeons of Alberta.
Family Practice	**University of Calgary** Calgary (Main) (403) 220-6645	2 Years	Successful completion of M.D. degree.
Medical Research	**University of Alberta** Edmonton (Main) (780) 492-3113	7 Years Combined M.D. & Ph.D.	Strong motivation toward a career in Medical Research. Acceptance into the Faculty of Medicine undergraduate program. Successful completion of at least two years of university studies with courses in Organic and Inorganic Chemistry, English, Physics, Biology, Microbiology, Genetics, Zoology and other subjects approved by the Faculty of Medicine.
Medical Research	**University of Calgary** Calgary (Main) (403) 220-6645	2 Years M.Sc.; 4-5 Years Ph.D.	Strong motivation toward a career in medical research. Successful completion of a B.Sc. (Honours), B.A. (Honours), M.D. or D.V.M. with a 3.2 grade point average in the last two years of university.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Medicine and Medical Specialties			
Medical and Surgical Specialities	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years Ph.D. (minimum)	Successful completion of M.D. degree. Must be eligible for registration on the Educational Register of the College of Physicians and Surgeons of Alberta.
Medical and Surgical Specialities	**University of Calgary** Calgary (Main) (403) 220-6645	5 Years Ph.D. (minimum)	Successful completion of M.D. degree.
Medicine	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years M.D.	Satisfactory completion of at least two years of university studies with courses in organic and inorganic Chemistry, English, Physics, Biology, and Statistics. Pretesting required. Interview may be required. This is a quota program.
Medicine	**University of Calgary** Calgary (Main) (403) 220-6645	3 Years (11 months each year) M.D.	Completion of a minimum three years of recommended Arts and Sciences courses at a recognized post-secondary institution. Interview, letters of recommendation, and pre-testing (MCAT) required.
Nurse, Licensed Practical (LPN)			
Aboriginal Practical Nurse	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669	56 Weeks Certificate	Minimum of 50% in English 30, or 60% in English 33. Miinimum of 50 % in one of the following: Math 10, Pure Math 10, 23, Applied Math 20, minimum of 50% in a 20 or 30 level science (Biology, Chemistry or Physics). TOEFL at 560 and may be required to have TSE at 200

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Nurse, Licensed Practical (LPN)			
Practical Nurse	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669	12 Months Certificate (including 19 weeks of work experience)	Grade 12 which includes English 30 at 50% or English 33 at 60%, Pure Math 10 or Applied Math 10, or 20 or equivalent and 50% in a 20 or 30 level Science (Biology, Chemistry or Physics). Pre-admission medical and assessment are required. Applicants will be required to provide a security clearance (no criminal record) before entering the work experience component of the Practical Nurse program. The existence of a criminal record will affect work experience placement, professional licensure.
Practical Nurse	**Lethbridge Community College** * Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103	1 Year Certificate - Bow Valley College (Calgary) & LCC graduation pin	High School Diploma with 60% in English 33 or 50% in English 30; 50% in Math 10/23; 50% in Biology/Chemistry or Phyics 20/30. No equivalencies allowed. Required to provide a security clearance (no criminal record) before entering the work experience component.
Practical Nurse	**Medicine Hat College** Brooks (403) 362-1677	1 year program	Grade 12 english, Grade 10 Math, and a Grade 11 Science
Practical Nurse Distance: Both Distance and Non-Distance	**NorQuest College** Edmonton (Main) (780) 422-2020	48 Weeks Certificate	Minimum 18 years of age. An Alberta high school transcript with the following courses: credit in English 30 or minimum 60% in English 33; credit in Math 10 or 23; and credit in a 30 level Science- Biology preferred. Chemistry or Physics acceptable. Signed statement of good physical and emotional health. Fluency in English. TOEFL at 560/220 and TSE at 200 for ESL applicants. A current Basic Rescuer (Level C) Certificate. Clear criminal record check.

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Nurse, Licensed Practical (LPN)			
Practical Nurse Distance: Yes Delivery in: Distance, Workshops and Hospital Clinical Practicum	**Northern Lakes College** Various Sites (780) 751-3200	48 Weeks Certificate Full or Part-time	Minimum 18 years of age at start of program, have the following Alberta subjects or equivalents (original transcripts required), a minimum of 60% in English 33 or a minimum mark of 50 % in English 30, credit in a 20 or 30 level Science (Biology, Chemistry, or Physics - Biology 30 preferred), credit in Mathematics 10 or 23. Have up-to-date immunization. Provide documentation of good physical and emotional health. Be fluent in the English language. Current CPR Basic Rescuer. Clear criminal record.
Practical Nurse	**Portage College** Lac La Biche (Main) (780) 623-5580	1 Year Certificate	Minimum 50% in English 30 or 60% in English 33; mininmum 50% in on the of following: Math 10, Math 23, Math 10 Pure, Math 20 Applied; minimum of 50% in a 30-level Science (Biology, Chemistry, Physics), Biology is preferred; statement of good physical and mental health; up-to-date immunizations including Hepatitis B; current Cardiopulmonary Resuscitation (CPR) Basic Rescuer Certificate Level C; if English is your second language, other testing may be required.
Practical Nurse	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630	48 Week Certificate (granted by Bow Valley College)	Grade 12 including at least 50% in English 30 or English 33 at 60%, Pure Math 10, Applied Math 10, 20 or equivalent and a 20 or 30 level science at 50% (Biology, Chemistry or Physics) -AND- health questionnaire, record of current immunization -AND- College Board Placement Test and Essay. In addition to the requirements above, the student must provide evidencce of current CPR certification at the Basic Rescuer level by the third week of the first semester. (This program is offered at Red Deer College through a brokerage agreement with Bow Valley College).

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Nurse, Licensed Practical (LPN)			
Practical Nurse Program for Health Care Workers	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669	2 Year Part-time Practical Nurse Certificate	Minimum of 50% in English 30 or 60% in English 33 and/or equivalent. TOEFL 560/220 and TSE 200/50 if English is ones second language. Minimum of 50% in one of the following: Math 10, Math 23, Pure Math 10, or Applied Math 20. Minimum of 50% in 20 or 30 level Science (Biology, Chemistry or Physics) Verification of current employment in the field, current CPR certificate, and security clearance.
Nurse, Licensed Practical (LPN) - Refresher			
Practical Nurse Re-Entry Distance: Yes Delivery in: Home-study	**NorQuest College** Edmonton (Main) (780) 422-2020	Self-paced, allowing up to one year for completion	Minimum 18 years of age. Must have successfully completed a recognized paraprofessional program and must be ineligible to meet the legislated requirements for registration in the Province of Alberta. Applicants may be required to take placement examinations as a basis for planning an individualized program. Must be reffered by CLPNA.
Nursing Assistant			
Nursing Assistant	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	* 16 Week Certificate (Cooperative program between NAIT and Alberta Business & Educational Services)	Must be 18 years of age or older. Grade 10 English. Police clearance and a clear criminal record check. Must provide own transportation to praticum sites. Must have record of immunization (see institute). A medical note from the doctor must be provided at the time of registration stating that you have no physical or mental condition that would interfere with your performance as a nursing assistant.

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

Nursing, Basic (RN)

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Home Health Nursing Distance: Yes Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 Year 31 credits University Certificate in Home Health Nursing.	Must meet the requirements for the entrance into the Bachelor of Nursing program. All courses within the certificate are transferable to the Bachelor of Nursing degree program.
Nursing	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	2 Years with intersessions Diploma OR 2 Years transferable to a university degree program	High school diploma or equivalent with a minimum average of 65% and no mark below 50% in English 30, Biology 30, Chemistry 30, plus two other approved Grade 12 subjects. Mature students must be at least 21 years of age, have 50% or better in English 30, Biology 30 and one other 30-level Science with an overall average of at least 60%. Applicants whose first language is not English will need to present a TSE (Test of Spoken English) & TOEFL.
Nursing Delivery in: Context Based Learning	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408 Transfers to: University of Alberta	3 Years Diploma; 4 Years B.Sc.N.	Applicants must have a minimum 50% and overall average of 60% in English 30 (60%), Biology 30, Chemistry 30, Math 30 or 31 or Physics 30, Social Studies 30 or a Second Language 30. This is a collaborative degree program where classroom study is on-site at Keyano College and the degree is granted through the University of Alberta. RCMP security clearance and 3 letters of reference also required.
Nursing Specialization in: - 3 Year Diploma Exit - 4 Year Collaborative Nursing Degree	**Lethbridge Community College** * Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103 Transfers to: Athabasca University University of Alberta University of Calgary University of Lethbridge, The	2 Years Diploma; 4 Years B.N.	Satisfactory completion of Alberta's English 30, Biology 30, Chemistry 30 and Math 30, plus one other 30-level course (not including Special Projects), or courses providing equivalent preparation with a minimum average of 65% for these courses. Completed health documents; standard first aid certificate; current BCLS certificate; criminal record check; interview possible

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Nursing, Basic (RN)			
Nursing	**Medicine Hat College** Medicine Hat (403) 529-3819 (Main)	4 Years B.N.	High school diploma with an overall average of at least 60% and a minimum mark of 50% in English 30, Biology 30, Chemistry 30 and Math 30 and one other 30-level course.
Nursing	**Mount Royal College** Calgary (Main) (403) 240-0148	3 Years Diploma granted from Mount Royal; 4 Years B.Sc.N. Degree granted from Athabasca University	Guaranteed admission to 80% in English 30, Pure Math 30, one of Chemistry 30, Physics 30, or Science 30, Biology 30 and one other "30-level" subject, with no grade lower than 50%. Mature students status also considered. Proof of a current C.P.R. prior to the start of clinical practice courses.
Nursing	**Red Deer College** Red Deer (403) 342-3400 (Main) Toll Free 1-888-732-4630 Transfers to: University of Alberta	3 Year Diploma; 4 Year Bachelor of Science in Nursing Degree (granted by the University of Alberta)	Minimum average of 60% with no mark below 50% in: Biology 30, Chemistry 30 or Science 30, Math 30 or Pure Math 30 or 60% or greater in Math 33 or Applied Math 30) and one other approved 30-level subject -OR- mature student status. (This is a collaborative degree where classroom study is on-site at Red Deer College and the degree is granted through University of Alberta).
Nursing	**University of Alberta** Edmonton (780) 492-3113 (Main)	4 Years: B.ScN (Collaborative Program), M.Nurs, PhD	Standard admission with English 30, Biology 30, plus three other approved Grade 12 subjects. Other requirements include a questionnaire, record of immunization, CPR certification.
Nursing	**University of Calgary** Calgary (Main) (403) 220-6645	4 Years B.N with 1 spring session (M.N., Ph.D.)	Standard admission with an overall average of at least 82% and no mark below 50% in English 30, Chemistry 30, Biology 30, Math 30, and one other 30-level subject. (Social Studies 30 recommended). A health questionnaire, a program of immunization and chest x-ray required. An interview may also be required.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Nursing, Basic (RN)			
Nursing	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	4 Years B.N.	Standard admission. Biology 30, Chemistry 30, English 30, Math 30 or Pure Math 30 (or Applied Math 30 and at least 75% standing in U. of Athabasca's Math 101), and one additional 30-level course. Completed screening health assesment, schedule of immunizations, standard first aid certificate and a current CPR certificate at the Basic Rescuer Level are also required by Nov. 15 of the first year of the program. Nursing Education in Southwestern Alberta (NESA) collaborative program with Lethbridge Community College. Years 1 and 2 delivered on Lethbridge Community College campus; Years 3 and 4 delivered on the University of Lethbridge campus.
Nursing (Bachelor of Science in)	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772 Transfers to: University of Alberta	3 Year Diploma or 4 Years B.Sc.N. (This is a collaborative program with University of Alberta. Instruction is at Grande Prairie - degree is granted through the U of A).	High school diploma or equivalent with overall average of 65% with no mark lower than 60% in each of the following courses, English 30, Biology 30, Chemistry 30 or Science 30, Pure or Applied Math 30, 31, 33 or Physics 30. One 30-level subject from any group (Humanities, Fine Arts, Sciences, Options). GPRC has a fixed capacity on the number of nursing students that can be admitted. The very high demand has made it impossible to accept all qualified applicants.
Nursing, Basic (RN) - Refresher			
Nursing Guided Practice Course - Non-Credit	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630	Theory review and one month practicum. Letter of Completion	Registered Nurse in Alberta -AND- Valid CPR certification at the Basic Rescuer Level -AND- current immunization. This course is designed to assist nurses who have graduated from an entry level nursing program within the past three years but have had the opportunity for little or no work as nurses since graduation. It will also assist Registered Nurses who wish to change their practice area.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Nursing, Basic (RN) - Refresher			
Nursing Re-Entry for Registered Nurses Distance: Yes Delivery in: Home study	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630	1 Year Individualized Study for Registration Eligibility with the Alberta Association of Registered Nurses	Graduate of an approved school of Nursing. The program is designed to meet the needs of previously Registered Nurses who have been away from practice for 5 years or more. It is designed to re-orient them in both theoretical knowledge and clinical skills to provide eligibility for registration. Contact the Allberta Association of Registered Nurses to determine eligibility. (This program is offered through a brokering arrangement with Grant MacEwan Community College.)
Nursing Refresher	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	1 Year Individualized Program (Nurse Credentialling)	Graduate of an approved School of Nursing. Away from Nursing for five or more years. Contact Alberta Association of Registered Nurses to determine eligibility. This individualized program is offered in cooperation with local health care agencies.
Nursing Refresher Distance: Yes Delivery in: Computer Managed Learning or Distance format offered. Guided clinical experience.	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103	Individualized Program	Nurses who have not been registered for five years or more may qualify for re-registration with the Alberta Association of Registered Nurses (AARN) by successfully completing this course. Individualized program brokered through Grant MacEwan College.
Nursing, Basic - Post RN			
Nursing Distance: Both Distance and Non-Distance Delivery in: Internet	**University of Calgary** Calgary (Main) (403) 220-6645	2 Years B.N. Baccalaureate Program for Registered Nurses (M.N.)	Registered Nurse from an approved School of Nursing, current active AARN registration. Background subjects must include English 30 and Biology 30 with a minimum 50% in each. Information sheet required.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Nursing, Basic - Post RN			
Nursing	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	12 Months Post-Diploma B.N. Program for Registered Nurses with Specialty Certification; 16 Months or 2 Years Post-Diploma B.N. Program for Registered Nurses; (M.A., M.Sc.)	Graduate of an approved School of Nursing and current registration in a Canadian province or terrority (and an approved post-diploma program or certificate for Post-Dip. B.N for Registered Nurses with Specialty Certification) . Completion of screening health assessment, schedule of immunizations, standard first aid certificate and current CPR certificate at the Basic Rescuer Level required by Nov. 15 of the first year of the program.
Nursing - Post RN Distance: Yes Delivery in: Various distance delivery modes. Access to a computer with basic word processing and Internet access are definite advantages in completing program requirements. Students are responsible for their own computer-related communication costs such as long-distance telephone charges and Internet subscription.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	2 Years 69 credits Bachelor of Nursing (Post RN)	Students seeking enrolment in the post-RN BN program must be a graduate from an approved diploma program and hold current registration/licensure with a provincial, state or national nursing association. Registration/licensure must be maintained throughout the program. An average of 60% in all previous applicable university studies accepted as transfer credit.
Nursing - Post RN	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772	Students may pursue this program on a full-time or part-time basis and have five years to complete. This is a collaborative program with the University of Alberta. Instruction is at GPRC - the degree is granted through the U of A.	You must have graduated from a diploma nursing program with a minimum GPA of 5.0. You will require proof of current active registration in the Alberta Association of Registered Nurses (AARN) or evidence of current registration or licensure in another Canadian jurisdiction. Current CPR certification at the Basic Rescuer Level is required and evidence of recertification in each subsequent year. Some required immunizations, including Hepatitis B, may be needed prior to the first day of the program. This program is subject to minimal enrollment.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

Nursing, Basic - Post RN

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Nursing - Post RN Delivery in: Context Based Learning	**Keyano College** Fort McMurray (780) 791-4801 (Main) Toll Free 1-800-251-1408 Transfers to: University of Alberta	2 Years B.Sc.N.	Graduation from a diploma nursing program, proof of current active registration in AARN or evidence of licensure in another Canadian jurisdiction; Graduate Nurse Information form; official transcripts; record of immunization; CPR certification and RCMP security clearance required.
Nursing - Post RN Distance: Both Distance and Non-Distance	**Medicine Hat College** Medicine Hat (403) 529-3819 (Main)	69 Credits Post R.N. Diploma	Registered Nurse from an approved School of Nursing. Students are required to complete 12 credits of the required Nursing courses through Athabasca University. All other credits may be completed at Medicine Hat College.
Nursing - Post RN	**University of Alberta** Edmonton (780) 492-3113 (Main)	2 Years B.Sc.N. (3rd & 4th year B.Sc.N. completion) (M.Nurs., Ph.D.)	Completion of two years toward a baccalaureate in Nursing with a specified minimum overall grade point average. Contact the Faculty of Nursing Academic Advisor for details. This is a quota program.
Nursing - Post RN	**University of Alberta** Edmonton (780) 492-3113 (Main)	2 Years B.Sc.N. plus one intersession Baccalaureate Program for Registered Nurses (M.N.)	Registered nurse from an approved School of Nursing with Psychology 104 and 105 or equivalent, and eligibility for current registration in AARN. Official transcripts of nursing education, record of immunization, plus proof of active registration. Other testing may be required. This is a quota program.
Nursing After-Degree	**University of Alberta** Edmonton (780) 492-3113 (Main)	Bachelor of Science in Nursing After-Degree	Preprofessional Stud Time: A four-year Baccalaureate degree from a recognized academic institution. Subject requirements (*=units of course weight). 1. ENGL (*3) 2. PSYCH (*3) 3. STATS (*3).

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Nursing, Basic - Post RN			
Nursing Post-Diploma Distance: Yes Delivery in: Offered exclusively via the Internet/World Wide Web	**University of Calgary** Faculty of Nursing (403) 220-4636	Part-time or full-time. Maximum of 7 years to complete Bachelor of Nursing degree	Regular student admission applicants must present Alberta Grade XII Equivalent English 30, Math 30, Chem 30, Bio 30 and one other "30" level 5-credit subject with an overall average of 65% and no grade lower than 50%. Adult student admission applicants must present Alberta Grade XII Equivalent English 30 and Bio 30 with no grade lower than 50%. Applicants must have completed an RN Diploma and must present a minimum GPA of 2.50. Applicants who are successful in gaining admission must meet all the local immunization requirements and must provide proof of current, active nursing registration and CPR Certification at the Basic Rescuer or Basic Cardiac Life Support level prior to the commencement of clincial practice courses, Nursing 532 and Nursing 542.
Nursing Practice - Advanced Graduate Diploma Distance: Yes Delivery in: On-line asynchronous conference.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	5 Years 18 credits Advanced Graduate Diploma	Baccalaureate degree in nursing from an accredited institution, a minimum of two years professional nursing experience, nursing registration, certificate in BLS and immunization status. Program begins in September each year - application deadline is March. Some courses have a practicum requirement.
Post R.N. Degree Completion	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: University of Alberta	Varies up to two years (Bachelor of Science in Nursing Degree granted by the University of Alberta)	Registered Nurse.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Nursing, Psychiatric (RPN)			
Psychiatric Nursing	**Grant MacEwan College** Ponoka (780) 497-5140	2 Years Diploma	High school diploma with a min overall average of 65% in English 30 OR Equivalent, Biology 30, Chemistry 30, and in two of; Physics 30, Math 30, Social Studies 30, or a language other than English at a 30-level with no score lower than 50%. Mature student status must be 21 years of age or older and includes a minimum overall average of 60% in English 30 OR Equivalent, Biology 30 & Chemistry 30. Professional Profile - Written component. Valid CPR (Basic Rescuer Level). Medical examination and immunization also required. Must attend an Information Session, which will include a written component. References required. Offered at the Alberta Hospital Ponoka.
Nursing, Specialties			
Community Nursing Distance: Yes Delivery in: Distance Delivery only	**Medicine Hat College** Medicine Hat (403) 529-3819 (Main)	5 Core Courses Certificate (Up to 2 years to complete)	Students may gain admission to the program by applying to Admissions. Applicants must show proof of active or inactive AARN registration or of registration in another province.
Critical Care Nursing Specialization in: - Critical Care Nursing Stream - Emergency Nursing Stream Distance: Yes Delivery in: Distance Delivery	**Mount Royal College** Calgary (Main) (403) 240-0148	1 Year Certificate (Advanced Studies)	Graduation from an approved School of Nursing and current active Registered Nurse and one year recent hospital Nursing experience preferred. Official Nursing school transcript, a basic life-support certificate in Cardio- Pulmonary Resuscitation (CPR), a personal interview, and a letter of reference required.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Nursing, Specialties			
Maternal Infant Child Nursing Specialization in: -Child Health Nursing -Neonatal Healthcare -Neonatal Nursing -Perinatal Nursing Distance: Yes Delivery in: Home-study	**Mount Royal College** Calgary (Main) (403) 240-0148	1 Year Certificate (Post-Basic)	Graduation from an approved School of Nursing and current, active Registered Nurse. Preference is given to applicants with a background in Neonatal Nursing. Official Nursing school transcript, proof of registration with current Nursing Association, letter of reference from latest employer, evidence of current certification in Neonatal Resuscitation Program will be required prior to commencing the first clinical course.
Mental Health Nursing Distance: Yes Delivery in: Home- study	**Mount Royal College** Calgary (Main) (403) 240-0148	1 Year Certificate (Post-Basic)	Graduation from an approved School of Nursing and current active Registered Nurse. Evidence of basic preparation in Psychiatric/Mental Health Nursing in a basic Nursing program. Official Nursing school transcript, letter of reference from latest employer, a basic life-support certificate in Cardio-Pulmonary Resuscitation (CPR), 2 passport size photos, personal comments/reflections letter, an interview may be required.
Neonatal Nursing	**University of Alberta** Edmonton (Main) (780) 492-3113	3 Courses Certificate plus practicum and university credit	Current active Registered Nurse, able to meet university entrance requirements.
Occupational Health Nursing Distance: Yes Delivery in: Distance Delivery	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622 Transfers to: Athabasca University	Varies Certificate	Must currently be a Registered Nurse or Licensed Nurse. Actively registered as a Registered Nurse in Canada or Licensed as a Nurse in another country (eligible for registration as a Registered Nurse in Alberta) . Standard First-Aid or Basic Trauma Life Support Certificate or approved equivalent, and CPR Basic Rescuer Certificate completed by end of intake term. (Individualized program available through distance learning or home study.) Prerequisite: NURS-340 Health Assessment or Equivalent

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Nursing, Specialties			
Perinatal Nursing	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103	Credential of Academic Achievement (Post-Diploma) (Part-time)	Applicants are required to have successfully completed their training and attained Registered Nurse status. Preference will be given to applicants with current Nursing experience. Applicants are required to submit a letter outlining their skills and their reasons for deciding to enter the perinatal nursing field. They will also submit a reference letter supporing their application.
Perioperative Nursing	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103	Credential of Academic Achievement (16 Weeks, Part-time)	Applicants are required to have current nursing experience and active licensure as a Registered Nurse in Alberta. Applicants are also required to have current CPR certification. Applicants must have expressed interest in working in the operating room environment. A reference letter from their current employer supporting their application is required.
Rural Nursing, Post RN Distance: Yes Delivery in: Print	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772	Contact school.	Not eligible for new students. Current students that are in the program (prior to 1999) are given five years to complete the Rural Nursing - Post RN program. This program will be cancelled in 2004.
Occupational and Environmental Health and Safety			
Environment, Health and Safety Coordinator	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	25 to 33 Courses Certificate of Achievement	Alberta high school diploma or equivalent with Chemistry 30 and Math 30 and at least three years of work experience in a related area.
Environmental Health	**Concordia University College of Alberta** Gold Bar Campus (780) 479-9220	15 Months BEH (After Degree)	An appropriate undergraduate degree. The Bachelor of Environmental Health (After Degree) is designed to follow an undergraduate baccalaureate degree in a science discipline. For more information contact the Admissions Office at (780) 479-9220.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Occupational and Environmental Health and Safety			
Occupational Health and Safety	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772	325 Hours Certificate	Applicants for admission to this program are expected to have at least a high school diploma and two years work experience in the work force. Applicants not meeting these admission requirements may be admitted to the program conditionally and must achieve a grade of at least a 5 in their first two core courses to have their conditional status lifted and continue in the program. This certificate program is brokered through the University of Alberta and will normally take 3 years to complete.
Occupational Health and Safety	**University of Alberta** Faculty Of Extension (780) 492-3116	325 Hours Certificate	High school diploma. Minimum 21 years of age. Some experience in the work force. For further information, please contact carmen.hendrickson@ualberta.ca The program is operating in 8 locations: - University of Alberta (Edmonton) - Grande Prairie Regional College - Medicine Hat College (Brooks) - Red Deer College (Red Deer) - University of Calgary (Continuing Educ) - Keyano College (Ft. McMurray) - University of Regina - University of Saskatchewan
Occupational Health and Safety	**University of Calgary** Faculty of Continuing Education (403) 220-6292	325 Hours Certificate awarded by University of Alberta, Faculty of Extension (2 to 3 years part-time)	High School Diploma and two years of related experience.

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Occupational and Environmental Health and Safety			
Occupational Health and Safety Certificate	**Red Deer College** Extension Services (403) 357-3663 Transfers to: University of Alberta University of Calgary	* Varies; Occupational Health and Safety Certificate (granted by the University of Alberta)	No formal admission requirements. These courses are open to anyone, in addition to those registered in and wishing to complete the entire University of Alberta Occupational Health and Safety Certificate Program. For further information e-mail Lorraine Letwiniuk at lorraine.letwiniuk@rdc.ab.ca, call (403) 342-3517 or visit our website at http://extension.rdc.ab.ca
Ophthalmic Dispensing			
Ophthalmic Assistant Distance: Yes	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	6 Month Certificate	Inquire with institute.
Ophthalmic Dispensing - Contact Lenses Distance: Yes Delivery in: Supplemented with one evening per month and two compulsory edging lab sessions per year.	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	2 Year Program	The applicant must be a licensed Optician and be working under the direct supervision of a licensed Contact Lens Practitioner, Optometrist or Ophthalmologist. This program also available through Continuing Education.
Ophthalmic Dispensing - Eye Glasses Distance: Yes Delivery in: Supplemented with one evening per month and two compulsory edging lab sessions per year.	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	2 Year Program	Applicants must have a High School Diploma, and be employed full-time with a licensed Optician or Optometrist. Mature student applicants will be considered for acceptance by the Program Head, provided the student is employed with a licensed Optician or Optometrist and a resume of past work experience is submitted in lieu of a Diploma. This program also available through Continuing Education.
Palliative Care			
Palliative Care Distance: Both Distance and Non-Distance Delivery in: Print	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	2 Years Diploma	Applicants must be Health Care Professionals with either a degree or diploma standing (e.g. Registered Nurse, Social Worker, Occupational Therapist, Recreation Therapist, Physiotherapist).

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Palliative Care			
Palliative Care	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	1 Year (10 Semester Courses) Certificate	Diploma or degree from a Health/Social Sciences or Human Services program, with at least satisfactory grade achievement ('C' or equivalent). A schedule of immunizations is required by Nov. 15 of the first year of the program.
Pharmacology and Pharmacy Support			
Pharmacology	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years B.Sc. (M.Sc., Ph.D.)	Standard admission with English 30, Mathematics 30 or Pure Mathematics 30, Biology 30, Chemistry 30 and Physics 30.
Pharmacy	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years B.Sc. (after one year pre-professional), (M.Sc., M.Pharm., Ph.D.)	A minimum of five full university-level courses including courses in Inorganic and Organic Chemistry, Calculus, English, Statistics and Biology. Spoken English proficiency and letter outlining reasons for entering Pharmacy required. Proof of residency status may be required. This is a quota program.
Pharmacy Assistant Delivery in: Self study supported with class/lab days	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	* 16 Week Certificate (160-hour practicum)	Alberta high school diploma or equivalent with at least 50% in Math 30 or 33 (Pure or Applied Math 30) and English 30 or 33. For upgrading options, please see our Pre-Careers program. English Language Proficiency Requirements. Starting salary is $9.50 to $11.00/hour based on industry average.

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*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Pharmacology and Pharmacy Support			
Pharmacy Technician Distance: Both Distance and Non-Distance Delivery in: To participate in the Distance Program, students must have access to a computer with Internet and e-mail capabilities. Distance students must also arrange for an approved examination proctor. Please refer to page 146 of the Academic Calendar for details.	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630	1 Year Certificate (on-site); 2 1/3 Year Certificate (distance education)	High School Diploma with no mark below 60% in: Biology 30, Chemistry 30 or Science 30, English 30 or 33, Math 30 (or Pure Math 30) or Math 33 (or Applied Math 30), and Typing 30 or demonstrated ability to type a minimum of 35 net words per minute required -OR- mature student status -AND- knowledge of the Pharmacy Technician career, two letters of reference from educators or employers, one to two-page handwritten essay, medical and personal health review and computer literacy (Computers 30 or equivalent is an asset).
Radiology and Diagnostic Imaging Technology			
Diagnostic Medical Sonography	**Northern Alberta Institute of Technology** 7th Street	28 Months Diploma	An Alberta High School Diploma or equivalent, with 60% or better in each of English 30, Math 30, 31 or pure Math 30, Biology 30, Physics 30 and Chemistry 20. Basic Computer literacy is required for success in this program. Basic Computer literacy is defined as: -Word processing skills -Use of a spreadsheet -Use of e-mail -Basic Internet skills Applicants must obtain current CPR (Level C) and current Standard First Aid Certificate by March 1, 2003.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Radiology and Diagnostic Imaging Technology			
Diagnostic Medical Sonography	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	Regular 2.5 Year Diploma (Accelerated, 16-month program); Six clinical practicums in regular program; Four clinical practicums in accelerated program	Regular Program: An Alberta High school diploma or equivalent with a minimum mark of 60% in each of the following courses: English 30; Biology 30; Pure Math 30, Math 30 or Math 31; Chemistry 20; and Physics 30. For upgrading options, please see our Pre-Careers program. OR Accelerated Program: A diploma from an allied health field (such as Nuclear Medicine Technology, Medical Radiation Technology, Respiratory Therapy, Medical Laboratory Technology, Nursing, Emergency Medical Technologist Paramedic, Radiation Therapy, Physiotherapy, Combined Laboratory and X-Ray Technology, etc.) or a Bachelor of Science degree which incorporates significant patient care experience. Equivalencies may be considered by the selection committee. Candidates with an allied health diploma must be registered or registry- eligible with their respective appropriate professional certification body, i.e. CAMRT, CSLMS, AARN, CSRT, etc. According to the Health Sciences Association of Alberta?s August 2001 collective agreement the salary range for Sonographers was $23.76/hr ? $30.81/hr.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Radiology and Diagnostic Imaging Technology			
Diagnostic Medical Sonograpy - Accelerated	**Northern Alberta Institute of Technology** 7th Street	16 Months	A two year diploma from an allied health Field such as Nuclear Medicine, Medical Radiological Technology, Medical Laboratory Technology, Respiratory Therapy, Nursing, Emergency Medical Technologist Paramedic, Radiation Therapy, Physiotherapy, Combined Laboratory and X-ray Technology etc. or a Bachelor of Science degree which incorporates significant patient care experience. Applicants with an allied health diploma must be registered or registry- eligible with their respective appropriate professional certification body, ie. CAMRT, CSLMA, AARN, CSRT etc. As English is the language of instruction in all programs at NAIT and SAIT, an adequate knowledge of written and spoken English is a prerequisite for admission. Regardless of country of origin or citizenship status, all applicants must demonstrate proficiency in the English language prior to acceptance. Basic Computer literacy is required for success in this program. Basic Computer literacy is defined as: -Word processing skills -Use of a spreadsheet -Use of e-mail -Basic Internet skills Applicants must obtain current CPR (Level C) and current Standard First Aid Certificate by December 1, 2002.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Radiology and Diagnostic Imaging Technology			
Magnetic Resonance Imaging (note: program suspended until 2003-04)	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	1 Year	The applicant must have a diploma in Medical Radiological Technology, Nuclear Medicine, Diagnostic Medical Sonography or Radiation Therapy from an accredited institute. The applicant must also be certified by the CAMRT as either a Medical Radiation Technologist, a Nuclear Medicine Techologist, a Diagnostic Medical Sonographer or a Radiation Therapist. Basic computer literacy is required for success in this program. Basic computer literacy is defined as: -Word processing skills -Use of a spread sheet -Use of e-mail -Basic Internet skills Preference will be given to those having two years of work experience in their respective fields and to those candidates who have had previous MRI experience.
Medical Radiologic Technology	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	2 Year Diploma (8 months at NAIT followed by 14 months at an affiliated practicum site)	An Alberta High School Diploma or equivalent, with 60% or better in each of English 30, Math 30, 31 or 33; Physics 30; and one of Biology 30, Chemistry 30, or Sciences 30. (Biology 30 is a recommended subject for students to take in order to better prepare them for MRT103 course content). Basic computer literacy is required for success in this program. Basic computer literacy is defined as: - Word processing skills - Use of a spread sheet - Use of e-mail - Basic Internet skills Applicants must complete and submit a Career Investigation Report (with an application form). This form is specific to the Medical Radiologic Technology program and must be obtained from the program Administrative Assistant at [(780) 471-8785.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Radiology and Diagnostic Imaging Technology			
Nuclear Medicine Technology Distance: Both Distance and Non-Distance Delivery in: Many of the Health and Public Safety core courses offered in the first semester are also available by correspondence.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: Athabasca University	2 Year Diploma (One-year clinical practicum)	Alberta High School Diploma or equivalent with at least 60% average in English 30, Pure Math 30 or 31, Chemistry 30, Biology 30 or Physics 30 plus one option of the following: Math 31, Language 30, Physics 30, Biology 30, Social Studies 30 or Science 30. For upgrading options, please see our Pre-Careers program. This program receives more applications than we have seats. The average mark for candidates who where successful getting into the program last year was 81%. Enrollment in this program is limited. Applicants will be accepted on the basis of academic standing in high school and/or previous post-secondary education. Work experience, educational background, career plans, community and professional service will also be taken into consideration in the selection of candidates. A standardized form for listing work experiences and your career investigation will be sent to each applicant meeting the basic prerequisites. The top 50 ranked candidates will be offered a personal interview with the NMT selection committee for further consideration. Candidates will be notified of their success in obtaining an interview by April 30th. Greater than 80% of the candidates selected last year had post-secondary course work. In 2000, 100% of our graduates were employed within 6 to 9 months. The salary range according to the Health Sciences Association of Alberta's August 2001 collective agreement was $20.57/hr-29.60/hr.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Radiology and Diagnostic Imaging Technology			
Radiation Therapy	**Cross Cancer Institute** Edmonton (Main) (780) 432-8388	24 Months Diploma	High school diploma with an average of at least 70% in English 30 and Math 30 and Physics 30 and at least one other science at the 30-level. Biology 30 is recommended. Mathematics must have been taken in the last five years. A degree would be considered an asset.
Radiation Therapy	**Tom Baker Cancer Centre** Calgary (Main) (403) 670-1786	24 Months Diploma	High school diploma with an average of at least 70% in English 30, Math 30, Physics 30, and at least one other science at the 30-level. Biology 30 is recommended. Interview also required. Commences January, application deadline is September 15th.
Radiology and Diagnostic Imaging Specialization in: - Medical Imaging - Radiation Oncology - Radiological and Health Physics - Radiation Biology and Biophysics	**University of Alberta** Edmonton (Main) (780) 492-3113	1-2 Years M.Sc. - Ph.D.	Successful completion of an M.D. program for clinical research areas, and in the appropriate disciplines for other research studies. Minimum average of at least 7.0 on the last two years of university work.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Respiratory Therapy and Cardiovascular Perfusion			
Respiratory Therapy	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	3 Years Diploma	An Alberta High School Diploma or equivalent, including 60% or better in: English 30, Biology 30, Math 30 or 31, and Chemistry 30. Current First Aid and CPR (C-Level Basic Rescuer) certification are also required. Pre-Technology will be treated as an equivalent, although it does not guarantee entrance in the Respiratory Therapy Program. Additional English and Math will enhance competitiveness for selection purposes. In order to be successful in this program, applicants must have basic computer literacy. An acceptable computer skill level would include the basic word processing, spreadsheets, internet and e-mail. It is the student's responsibility to ensure adequacy of these skills. A career investigation report is required.
Respiratory Therapy Distance: Both Distance and Non-Distance	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: Athabasca University	3 Year Diploma (Second-year practicum and third-year clinical setting)	Alberta High School Diploma or equivalent with at least 60% average in Biology 30, Chemistry 30, Pure Math 30 or Applied Math 30 (33), and English 30 or 33. For upgrading options, please see our Pre-Careers program on page 121. English Language Proficiency Requirements. This program receives more applications than we have seats so apply early. Applicants will be short listed based on academic averages. Final selection will be based on an interview (under review) and an understanding of the career including a hospital visit and good knowledge of what respiratory therapy is. Specific information will be sent to applicants meeting the minimum requirements. In 2000, 100% of our graduates were employed within 6 to 9 months. Their starting salary range was $22.27 per hour to start to $27.65 per hour after seven years according to the Health Sciences Association of Alberta's Collective Agreement, August 2001.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Sterile Processing			
Sterile Processing	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103	22 Weeks (16 week theory & 6 week practicum); Credential of Academic Achievement upon successful completion.	Alberta high school diploma with English 30 or 33 required and Biology preferred or equivalent. Criminal Record Check; Immunization report; medical examination; Hepatitis B inoculation prior to start of classes; documentation of annual TB testing.
Sterile Processing Distance: Both Distance and Non-Distance Delivery in: Distance	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	5 Modules (maximum of three years to complete all five modules and the final examination)	ROUTE 1 (Certificate): The student must be currently employed in a Service Aide position in Central Service, Supply or Operating Room. A letter from your manager/supervisor must accompany the application stating that you are employed and the hospital can provide a one week practicum in each of: decontamination, assembly, sterilization, supply/distribution. ROUTE 2 (Non-Certificate): Grade 11 or equivalent; good verbal and written English skills.
Sterile Processing and Distribution Distance: Both Distance and Non-Distance	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	24 Week Certificate (Eight-week practicum)	Alberta High School Diploma or equivalent with at least 50% in English 30 or 33. For upgrading options, please see our Pre-Careers program. Students are selected based on academic standing.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Therapist Assistant			
Occupational Therapy Assistant Distance: Both Distance and Non-Distance Delivery in: Classroom	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819	1 1/2 Years Diploma	High school credentials or equivalent with a minimum mark of 60% in each of English 30, Biology 30 and two other 30 or 33 level subjects, one of which must be a 30-level Science or Math. Transfer from recognized colleges or universities; non-matriculated adult admission; or credentials from other countries. Students must have obtained a current Basic CPR Certificate (BCLS), Standard First Aid Certificate and updated immunizations.
Physical Therapy Aide	**NorQuest College** Edmonton (Main) (780) 422-2020	12 Weeks; 2 Evenings/week (plus some Saturdays and practicum)	Applicants will require a Personal Support Aide Core certificate.
Physical Therapy Assistant Distance: Both Distance and Non-Distance Delivery in: Classroom	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819	1 1/2 Years Diploma	High school credentials or equivalent with a minimum mark of 60% in each of English 30 and Biology 30 and two other 30 or 33 level subjects, one of which must be a 30-level Science or Math; Transfer from recognized colleges or universities; non-matriculated adult admission; or credentials from other countries. Students must have obtained a current basic CPR Certificate (BCLS), Standard First Aid Certificate and updated immunizations.
Rehabilitation Therapy Assistant Specialization in: -Physical Therapist Assistant -Occupational Therapist Assistant Delivery in: Flexible delivery	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	16 Month Certificate (Practicum/field work experience)	Alberta High School Diploma or equivalent with at least 50% in English 30 or 65% in English 33 and at least 50% in a Grade 11 Math and a Grade 11 Science. For upgrading options, please see our Pre-Careers program. English Language Proficiency Requirement. Graduates of this program have enjoyed 100% employment rates in the last 2 years.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Therapist Assistant			
Speech Language Pathologist Assistant Distance: Both Distance and Non-Distance	**Medicine Hat College** Medicine Hat (403) 529-3819 (Main)	1-1/2 Years Diploma	High school diploma with an overall average of at least 60% and a minimum mark of 60% in each of English 30, Biology 30, plus two other 30 or 33 level subjects, one of which must be a 30-level Science or Math. Transfer from recognized colleges and universities. Mature student status considered. Biology 30 and English 30 are highly recommended.
Therapist Assistant Specialization in: - Physical Therapist Assistant - Occupational Therapist Assistant (Specialization is effective after the first year is completed.)	**Grant MacEwan College** Edmonton (780) 497-5140 (Main) Toll Free 1-888-497-4622	16 Months Diploma	High school diploma or equivalent. Overall average of 60% - minimum mark of 60% in English 30, Biology 30, one Math or Science 30/33, and one other 30 level subject from group A, B, C, or D. Basic CPR (CPLS), standard first aid certificate and updated immunization are required before admission.
Therapist Assistant Specialization in: - Occupational Therapist Assistant - Physical Therapist Assistant - Communication Assistant Distance: Both Distance and Non-Distance	**Medicine Hat College** Medicine Hat (403) 529-3819 (Main)	1-1/2 Years Diploma	High school diploma with an overall average of at least 60% and a minimum mark of 60% in each of English 30, Biology 30, plus two other 30 or 33 level subjects, one of which must be a 30-level Science or Math. Transfer from recognized colleges and universities. Mature student status considered. Biology 30 and English 30 are highly recommended.
Therapy Specialists			
Occupational Therapy	**University of Alberta** Edmonton (780) 492-3113 (Main)	4 Years B.Sc.O.T. (16 Weeks practicum) (M.Sc.O.T.)	Completion of two pre-professional years at a university or college with English, Psychology, Sociology, Statistics, Physiology, Gross Human Anatomy, Communications and a Laboratory Science. This is a quota program.
Physical Therapy	**University of Alberta** Edmonton (780) 492-3113 (Main)	2 Year M.Sc.P.T.; Ph.D.	Completion of a four year undergraduate degree program and prerequisite courses (full year courses in English, Psychology and Human Physiology and half year courses in statistics and Human Anatomy).

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Therapy Specialists			
Speech Pathology and Audiology	**University of Alberta** Edmonton (Main) (780) 492-3113	2 Years (M.Sc.S.P.A.); M.S.L.P.	For M.Sc.S.P.A.: Completion of a B.Sc. degree in Speech Pathology and Audiology. For M.S.L.P. (Master of Speech-Language Pathology): Completion of a four-year baccalaureate degree with a grade point average of at least 6.5 on courses taken during last two years at University of Alberta or equivalent qualifications from another academic institution.

HUMAN ECOLOGY, FASHION AND FOOD SCIENCES

Aboriginal Cultural Arts

- -Native Artisan
- -Native Clothing Design
- -Native Cultural Arts Instructor

Fashion Design

- -Fashion
- -Fashion Design & Apparel Production
- -Fashion Design and Merchandising
- -Fashion Merchandising

Food Science and Nutrition

- -Food Science and Technology
- -Foods and Nutrition
- -Nutrition and Food Science
- -Nutrition and Food Sciences University Transfer

Human Ecology and Home Economics

- -Human Ecology
- -Human Ecology University Transfer

Interior Design

- -Interior Design
- -Interior Design & Merchandising
- -Interior Design Technology

Textiles, Clothing and Cultural Conservation

- -Textile Conservation and Curatorship
- -Textiles, Clothing and Culture

HUMAN ECOLOGY, FASHION AND FOOD SCIENCES

Aboriginal Cultural Arts

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Native Artisan	**Portage College** Lac La Biche (Main) (780) 623-5580	38 Weeks Certificate	Strong interest in Native Arts and Culture.
Native Clothing Design Specialization in: - Traditional Native quiltwork, beading, sewing	**Northern Lakes College** Grouard (780) 849-8611	10 Months Certificate	Applicants must demonstrate a working knowledge of the metric system and be able to calculate percentages and interest. Receive an acceptable score on a skills appraisal test and a personal interview. Submit a career investigation report.
Native Cultural Arts Instructor	**Portage College** Lac La Biche (Main) (780) 623-5580	38 Weeks Certificate	Grade 12 or equivalent; strong interest in Native Arts and Culture; Criminal Record check (when required by field practicum); Child Welfare Information System check (when required by field practicum agency).

Fashion Design

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Fashion Specialization in: - Retail - Apparel Production	**Olds College** Olds (Main) (403) 556-8281 Toll Free 1-800-661-6537	1 Year Certificate (Retail); 2 Year Diploma (Production)	High school diploma or its equivalent with 50% or better in Math 20 or 23 or Math 20 (A) or Math 20 (P). It is recommended that students who are applying for the Production majors have an average to above average sewing skills.
Fashion Design & Apparel Production	**Marvel College, Edmonton** Edmonton (Main) (780) 429-4407 Toll Free 1-800-661-5263	1590 Hours (52 Weeks)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Fashion Design and Merchandising Specialization in: - Merchandise Management Stream - Apparel Design and Production Stream	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103	1 Year Certificate; 2 Years Diploma	High school diploma or equivalent, with a minimum 50% in Math 20 or Math 23, Math 20A or 20P. Fashion Design and Merchandising Certificate or equivalent required for Diploma program. New students are accepted for the Fall and/or Winter terms.

HUMAN ECOLOGY, FASHION AND FOOD SCIENCES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Fashion Design			
Fashion Merchandising	**Alberta Academy of Aesthetics** Edmonton (780) 486-7201 (Main)	770 Hours (22 Weeks)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Food Science and Nutrition			
Food Science and Technology Specialization in: - Food Science and Technology - Nutritional Science - Nutrition	**University of Alberta** Edmonton (780) 492-3113 (Main)	* 4 Years B.Sc. (M.Sc.)	Standard admission with English 30, Biology 30, Chemistry 30, Math 30 or Pure Math 30 and one other approved Grade 12 subject. (Physics 30 recommended for the Food Science and Technology major). A grade of at least 50% in each course is required with a minimum overall average of 65% for consideration to the program.
Foods and Nutrition Specialization in: - Food Science and Technology - Nutritional Science - Nutrition	**University of Alberta** Edmonton (780) 492-3113 (Main)	* 4 Years B.Sc.	Standard admission with English 30, Chemistry 30, Biology 30, Math 30 or Pure Math 30 and one other approved Grade 12 subject. Physics 30 is recommended for the Food Science and Technology major. A grade of at least 50% in each course is required with a minimum overall average of 65% for consideration to the program. A 12 month approved internship required to qualify as a Registered Dietitian.
Nutrition and Food Science Specialization in: - Food Science and Technology - Nutritional Science - Dietetics	**University of Alberta** Edmonton (780) 492-3113 (Main)	* 4 Years B.Sc.	Standard admission with English 30, Biology 30, Chemistry 30, Mathematics 30 or Pure Mathematics 30, plus one other approved Grade 12 subject. Physics 30 is recommended for the Food Sciences and Technology major. A grade of at least 50% in each course is required with a minimum overall average of 65% for consideration to the program. A 12 month approved internship required to qualify as a Registered Dietitian.

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

HUMAN ECOLOGY, FASHION AND FOOD SCIENCES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Food Science and Nutrition			
Nutrition and Food Sciences University Transfer	**Augustana University College** Camrose (Main) (780) 679-1100 Toll Free 1-800-661-8714	Varies up to 1 Year	Standard admission with Chemistry 30, Biology 30, Math 30 and one other approved Grade 12 subject. Physics 30 recommended.
Nutrition and Food Sciences University Transfer	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819 Transfers to: University of Saskatchewan	Up to 1 Year	English 30, Math 30, Chemistry 30, Biology 30 and one additional approved 30-level subject
Nutrition and Food Sciences University Transfer	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: University of Alberta	Varies up to one year	Minimum 60% average with no mark below 50% in: Biology 30, Chemistry 30, English 30, Math 30 (or Pure Math 30) and one other approved 30-level subject -OR- mature student status.
Nutrition and Food Sciences University Transfer Specialization in: - Nutritional Science - Food Science and Technology	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700 Transfers to: University of Alberta	1 Year (10 Semester Courses)	Standard admission. Biology 30, Chemistry 30, Math 30 or Pure Math 30 (or Applied Math 30 and at least 75% standing in U. of Athabasca's Math 101), and one other 30-level course is expected. Physics 30 is recommended.
Human Ecology and Home Economics			
Human Ecology Specialization in: - Community Studies - Family and Consumer Studies - Textiles, Clothing and Culture	**University of Alberta** Edmonton (Main) (780) 492-3113	* 4 Years B.Sc.; 5 Years combined degree B.Sc. Human Ecology/B.Ed. (M.A., M.Sc.)	Standard admission with English 30, Mathematics 30 or Pure Mathematics 30, Biology 30 or Chemistry 30 plus two other approved Grade 12 subjects. Clothing and Textiles 30 or 3-5 advanced level credits in modules in CST-Fashion Studies Strand recommended for Textiles, Clothing and Culture majors. Chemistry 30 recommended for Nutrition or Food Science, Conservation of Historic Textiles, or Textile Science. Clothing and Textiles 30, Foods and Nutrition 30, or 5 credits in Advanced CTS-Fashion Studies or Foods Strands recommended for combined degree program.

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

HUMAN ECOLOGY, FASHION AND FOOD SCIENCES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Human Ecology and Home Economics			
Human Ecology University Transfer	**Augustana University College** Camrose (Main) (780) 679-1100 Toll Free 1-800-661-8714	Varies up to 1 Year	Standard admission with Chemistry 30. Biology 30 and Math 30 required for Foods and Nutrition and Family Studies specializations.
Human Ecology University Transfer	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819	1 Year	English 30, Math 30, Biology 30 or Chemistry 30, additional 30-level approved subjects.
Human Ecology University Transfer	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: University of Alberta	Varies up to one year	Minimum average of 60% with no mark below 50% in: Chemistry 30 or Biology 30, English 30, Math 30 (or Pure Math 30) and two other approved 30-level subjects -OR- mature student status.
Interior Design			
Interior Design	**Mount Royal College** Calgary (Main) (403) 240-0148	* 4 Year Applied Baccalaureate Degree	Standard applied degree admission with Pure Math 30 and 65% in English 30. Submission of a portfolio, screening and pre-testing required.

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*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

HUMAN ECOLOGY, FASHION AND FOOD SCIENCES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Interior Design			
Interior Design	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077 Transfers to: British Columbia Institute of Technology	2 Years Diploma	High school diploma or equivalent, including English 30 or 33, Math 30 or a minimum of 60% in Math 33, and one of: Physics 30 (recommended), Chemistry 30 or Science 30. Pure Math 30 will be accepted in place of current high school math courses as the new courses are implemented. Applicants presenting Applied Math 30 may be considered and upgrading may be necessary. An aptitude for applied sciences and 3-dimensional thinking skills are definite assets to anyone considering this program. Normal colour vision is required. Student selection is competitive and is based on criteria that may include academic achievement beyond the prerequisites identified in the NAIT Calendar or application form. Academic achievement for competitive selection in previous years was a minimum combined average of 70% in the three prerequisites listed above. The Registrar also requires that a Career Investigation Report be submitted. Applications must be received before March 31 to be considered for the following fall intake. This is an oversubscribed program.
Interior Design & Merchandising	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103	2 Years Diploma	Grade 12 diploma with a minimum 60% in Grade 12 Math or equivalent.
Interior Design Technology	**Lakeland College** Vermilion (780) 853-8420 Toll Free 1-800-661-6490	2 Years Diploma	High school diploma (or mature status admission) with at least 65% in English 30 (75% in English 33) and successful completion of Math 30/33. In addition, applicants must submit a career investigation report.

HUMAN ECOLOGY, FASHION AND FOOD SCIENCES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Textiles, Clothing and Cultural Conservation			
Textile Conservation and Curatorship	**University of Alberta** Edmonton (780) 492-3113 (Main)	1 Year Postgraduate Diploma	Bachelor's degree with a GPA of 6.0 in the last two undergraduate years. Two years of work experience in the museum field related to clothing and textiles, plus one year each of college-level chemistry and history or art history.
Textiles, Clothing and Culture	**University of Alberta** Edmonton (780) 492-3113 (Main)	• 4 Years B.Sc. (M.A.,M.Sc.) Ph.D.	Standard admission with English 30, Mathematics 30 or Pure Mathematics 30, Chemistry 30 or Biology 30 plus two other approved 30-level subjects. Clothing and Textiles 30 recommended, or a minimum of 5 advanced-level credits in modules in CTS-Fashion Studies Strand.

•Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

HUMANITIES AND LANGUAGES

Classics
- Classics
- Greek and Roman Studies

Comparative Literature
- Comparative Literature

East Asian Studies
- East Asian Studies

English
- English
- English Literature
- English University Transfer

Film and Media Studies
- Film and Media Studies

French
- French
- French Language Proficiency
- French Language Studies

German
- German
- Germanic Languages

History
- Ancient and Medieval History
- History
- History University Transfer

Humanities
- Humanities

Italian
- Italian

Linguistics
- Linguistics

Modern Languages
- French and Spanish University Transfer
- French/German
- French/Spanish
- Modern Languages
- Modern Languages and Cultural Studies

Philosophy
- Philosophy
- Philosophy University Transfer

Scandinavian
- Scandinavian
- Scandinavian Studies

Slavic and Eastern European Studies
- Russian

(continued)

Slavic and Eastern European Studies

- -Slavic and East European Studies

Spanish and Latin American Studies

- -Latin American Studies
- -Spanish
- -Spanish Language and Culture
- -Spanish and Latin-American

HUMANITIES AND LANGUAGES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Classics			
Classics Specialization in: - Classics - Greek - Latin	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years B.A., B.A. (Honors and Specialization) (M.A., Ph.D.)	Standard admission with English 30, a 30-level language other than English or Math 30 or Pure Math 30, and three other approved Grade 12 subjects (Social Studies 30 recommended). B.A. (Honors): One year B.A. program.
Greek and Roman Studies Specialization in: - Classical and Early Christian Studies (Honors only) - Greek and Roman Studies	**University of Calgary** Calgary (Main) (403) 220-6645	4 Years B.A.	Standard admission.
Comparative Literature			
Comparative Literature	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years B.A. B.A. (Honors) (M.A.,Ph.D.-Comparative Studies in Literature, Film & Religion)	Standard admission with English 30, and a 30-level language other than English or Math 30 or Pure Math 30, plus three other approved Grade 12 subjects (Social Studies 30 recommended). B.A. (Honors): One year in B.A. program.
East Asian Studies			
East Asian Studies Specialization in: - Chinese - Japanese - East Asian Studies	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years B.A. B.A. (Honors)	Standard admission with English 30, a 30-level language other than English or Math 30 or Pure Math 30, and three other approved Grade 12 subjects (Social Studies 30 recommended).B.A. (Honors): One year B.A. program.
East Asian Studies Specialization in: - Chinese	**University of Calgary** Calgary (Main) (403) 220-6645	4 Years B.A.	Standard admission.

HUMANITIES AND LANGUAGES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
English			
English Distance: Yes Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years 90 credits BA 4 Years 120 credits BA	Anyone 18 years of age or older can apply, regardless of previous academic experience.
English	**Augustana University College** Camrose (Main) (780) 679-1100 Toll Free 1-800-661-8714	3 Years B.A. or B.Sc. (General); 4 Years B.A. (Special); Up to 4 years for an English Minor in association with a different Concentration (General Degree) or Major (Special Degree).	Standard admission.
English	**Canadian University College** Lacombe (Main) (403) 782-3381 EXT 4142 Toll Free 1-800-661-8129	3 Years B.A.; 4 Years B.A.	A high school diploma with passing grades in English 30 and at least three other 30-level (Grade 12) courses.
English	**Concordia University College of Alberta** Edmonton (Main) (780) 479-9220 Toll Free 1-866-479-5200	3 Year B.A.; 4 Year B.A. with a Major in English	3-Year: Standard Admission with English 30, and four other appropriate 30-level subjects. 4-Year: Must meet Standard Admission plus completion of 90 appropriate credits to apply for the program.
English	**King's University College, The** Edmonton (Main) (780) 465-8334 Toll Free 1-800-661-8582	3-year B.A. or 4-year B.A.	Five appropriate Grade 12 subjects including English 30 with an overall average of at least 60%, no single mark below 50%. Mature Student - Minimum 21 years of age and English 30 with a minimum 60%. High school record and one letter of recommendation required; and/or college entrance examination scores. English Supplemental Test administered to some.

HUMANITIES AND LANGUAGES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
English			
English	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630	4 Year Bachelor of Arts Degree (granted by The University of Calgary)	Completion of a two-year University Transfer B.A. Program at Red Deer College (or equivalent credits from elsewhere). Admission is not automatic for students completing the College's transfer program, and requires a separate application to the University. (This is a collaborative degree where classroom study is on-site at Red Deer College and the degree is granted through University of Calgary).
English Specialization in: - Creative Writing	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years B.A. B.A. (Honors) (M.A., Ph.D.) also Postgraduate Diploma	Standard admission with English 30, and a 30-level language other than English or Math 30 or Pure Math 30, plus three other approved Grade 12 subjects (Social Studies 30 recommended). B.A. (Honors): One year B.A. program.
English	**University of Calgary** Calgary (Main) (403) 220-6645	* 4 Years B.A.; 5 Years B.A. (Co-op Ed.) (M.A., Ph.D.)	Standard admission.
English	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	* 4 Years B.A., BASc.; 5 Years B.A./B.Ed., B.A./B.Mgt.; (M.A.)	Standard admission.
English Literature	**Nazarene University College** Calgary (Main) (403) 571-2550 EXT 231	3 Year B.A. (Concentration in English Literature)	Required high school courses: All applicants must present Grade 12 courses including English and Mathematics or a second language; with a minimum average of 60% or higher on the five courses.

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HUMANITIES AND LANGUAGES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
English			
English University Transfer	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: University of Alberta University of Calgary University of Lethbridge, The	Varies up to two years	Minimum average of 60% with no mark below 50% in: English 30, Math 30 (or Pure Math 30) or a 30-level language other than English and three other approved 30-level subjects (Social Studies 30 recommended) -OR- mature student status -OR- successful completion of one year of a diploma program and Chairperson approval.
Film and Media Studies			
Film and Media Studies	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years B.A.; B.A. (Honors)	Standard admission with English 30, a 30-level Language other than English or Mathematics 30 or Pure Mathematics 30, plus three other approved 30-level subjects (Social Studies 30 recommended); B.A. (Honors): One year B.A. Program.
French			
French Distance: Yes Delivery in: Home study	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years 90 credits BA 4 Years 120 credits BA Full or Part-time	Anyone 18 years of age or older can apply, regardless of previous academic experience.
French Specialization in: At least six credits are taken in an immersion setting. See also Modern Languages.	**Augustana University College** Camrose (Main) (780) 679-1100 Toll Free 1-800-661-8714	3 Years B.A. or B.Sc. (General) Up to 4 years for a French Minor in association with a different Concentration (3-year General Degree) or Major (4-year Special Degree)	Standard admission with French 30 or equivalent.

HUMANITIES AND LANGUAGES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
French			
French	**Concordia University College of Alberta** Edmonton (Main) (780) 479-9220 Toll Free 1-866-479-5200	3 Year B.A.	Standard admission with English 30, and four other appropriate 30-level subjects.
French Specialization in: - French-Language - French-Translation	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years B.A. B.A. (Honors) (M.A., Ph.D.)	Standard admission with English 30, a 30-level language other than English or Math 30 or Pure Math 30, and three other approved Grade 12 subjects (Social Studies 30 recommended). B.A. (Honors): One year B.A. program.
French Distance: Yes Delivery in: Distance Delivery	**University of Calgary** Calgary (Main) (403) 220-6645	* 4 Years B.A.; 5 Years B.A. (Co-op) (M.A.)	Standard admission.
French	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	* 4 Years B.A., BASc.; 5 Years B.A./B.Ed., B.A./B.Mgt.; (M.A.)	Standard admission.
French Language Proficiency Distance: Yes Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 Year 30 credits University Certificate in French Language Proficiency Full or Part-time	Anyone 18 years of age or older can apply, regardless of previous academic experience.
French Language Studies	**University of Calgary** Faculty of Continuing Education (403) 220-6292	7 Courses Certificate (from the Department of French, Italian and Spanish and the Faculty of Continuing Education)	Registrants must either be admitted as University of Calgary undergraduates or must meet the requirements for admission as unclassified, non-degree students (21 years of age or older or holders of an approved degree). Prerequisite admission to the certificate program: French 30, French 203, French 213 or consent of the Department of French, Italian and Spanish.

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HUMANITIES AND LANGUAGES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
German			
German Specialization in: At least 6 credits are taken in an immersion setting. See also Modern Languages.	**Augustana University College** Camrose (Main) (780) 679-1100 Toll Free 1-800-661-8714	3 Years B.A. or B.Sc. (General); Up to 4 Years for a German Minor in associatioin with a different Concentration (3-year General Degree) or Major (4-year Special Degree)	Standard admission with German 30 or equivalent.
German Specialization in: - German - Russian	**University of Calgary** Calgary (Main) (403) 220-6645	4 Years B.A. (M.A.)	Standard admission.
German Specialization in: - French/German	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	*4 Years B.A., BASc.; 5 Years B.A./B.Ed., B.A./B.Mgt.; (M.A.)	Standard admission.
Germanic Languages Specialization in: - German - Scandinavian	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years B.A. B.A. (Honors) (M.A., Ph.D.)	Standard admission with English 30, a 30-level language other than English or Mathematics 30 or Pure Mathematics 30, plus three other approved Grade 12 subjects (Social Studies 30 recommended). B.A. (Honors): 1 year B.A. program.
History			
Ancient and Medieval History	**University of Calgary** Calgary (Main) (403) 220-6645	4 Years B.A.	Standard admission.

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HUMANITIES AND LANGUAGES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
History			
History Distance: Yes Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years 90 credits BA 4 Years 120 credits BA	Anyone 18 years of age or older can apply regardless of previous academic experience. A high-school diploma is not required. Students will be granted conditional enrolment in the Bachelor of Artrs degree program until the following requirements have been met. 1. A pass on the Alberta Universities Writing Competence Test. 2. Exemption from the test is granted to students who satisfy one of the following criteria: hold credit in ENGL 255 (ENGL 255 will not satisfy the Humanities area of study. It will, however, count as part of the total number of credits required for the degree); or have a grade of 70 percent or better in an Athabasca University English course, or receive transfer credit for an English course in which a grade of "B" or better was achieved.
History	**Augustana University College** Camrose (Main) (780) 679-1100 Toll Free 1-800-661-8714	3 Years B.A. or B.Sc. (General); 4 Years B.A. (Special); Up to 4 years for a History Minor in association with a different Concentration (General Degree) or Major (Special Degree).	Standard admission.
History	**Canadian University College** Lacombe (Main) (403) 782-3381 EXT 4142 Toll Free 1-800-661-8129	3 Years B.A.	A high school diploma with passing grades in English 30 and at least three other 30-level (Grade 12) courses.
History	**Concordia University College of Alberta** Edmonton (Main) (780) 479-9220 Toll Free 1-866-479-5200	3 Year B.A.	Standard admission with English 30, and four other appropriate 30-level subjects.

HUMANITIES AND LANGUAGES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
History			
History	**King's University College, The** Edmonton (Main) (780) 465-8334 Toll Free 1-800-661-8582	3-year B.A.	Five appropriate Grade 12 subjects including English 30 with an overall average of at least 60%, no single mark below 50%. Mature Student - Minimum 21 years of age and English 30 with a minimum 60%. High school record and one letter of recommendation required; and/or college entrance examination scores. English Supplemental Test administered to some.
History	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years B.A. ; B.A. (Honors); (M.A., Ph.D.)	Standard admission with English 30 and a 30-level language other than English or Mathematics 30 or Pure Mathematics 30, plus three other approved Grade 12 subjects (Social Studies 30 recommended). B.A. (Honors): One year B.A. program.
History	**University of Calgary** Calgary (Main) (403) 220-6645	* 4 Years B.A.; 5 Years B.A. (Co-op) (M.A., Ph.D.)	Standard admission with Math 30 or 31.
History	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	* 4 Years B.A., BASc.; 5 Years B.A./B.Ed., B.A./B.Mgt.; (M.A.)	Standard admission.
History University Transfer	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: University of Alberta University of Calgary University of Lethbridge, The	Varies up to two years	Minimum average of 60% with no mark below 50% in: English 30, Math 30 (or Pure Math 30) or a 30-level language other than English and three other approved 30-level subjects (Social Studies 30 recommended) - OR- mature student status -OR- successful completion of one year of a diploma program and Chairperson approval.

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HUMANITIES AND LANGUAGES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Humanities			
Humanities	**University of Calgary** Calgary (Main) (403) 220-6645	4 Years B.A.	Standard admission.
Italian			
Italian	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years B.A. B.A. (Honors)	Standard admission with English 30, a 30-level language other than English or Mathematics 30 or Pure Mathematics 30, and three other approved Grade 12 subjects (Social Studies 30 recommended). B.A. (Honors): One year B.A. program.
Linguistics			
Linguistics	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years B.A. B.A. (Honors) (M.Sc., Ph.D.)	Standard admission with English 30, a 30-level language other than English or Mathematics 30 or Pure Mathematics 30, and three other approved Grade 12 subjects (Social Studies 30 recommended). B.A. (Honors): One year B.A. program.
Linguistics	**University of Calgary** Calgary (Main) (403) 220-6645	* 4 Years B.A.; 5 Years B.A. (Co-op) (M.A.)	Standard admission with Math 30 or 31.
Modern Languages			
French and Spanish University Transfer	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: University of Alberta University of Calgary University of Lethbridge, The	Varies up to two years	Minimum average of 60% with no mark below 50% in: English 30, Math 30 (or Pure Math 30) or a 30-level language other than English and three other approved 30-level subjects (Social Studies 30 recommended) -OR- mature student status -OR- successful completion of one year of a diploma program and Chairperson approval.

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HUMANITIES AND LANGUAGES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Modern Languages			
French/German	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	* 4 Years B.A., BASc.; 5 Years B.A./B.Ed., B.A./B.Mgt.; (M.A.)	Standard admission.
French/Spanish	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	* 4 Years B.A., BASc.; 5 Years B.A./B.Ed., B.A./B.Mgt.; (M.A.)	Standard Admission.
Modern Languages Specialization in: Students choose to study two of the following three languages: French, German, Norwegian. Within each of those chosen languages, the student takes a minimum of 6 credits in an immersion setting.	**Augustana University College** Camrose (Main) (780) 679-1100 Toll Free 1-800-661-8714	4 years B.A. (Special)	Standard admission.
Modern Languages and Cultural Studies Specialization in: - French-Language - French-Translation (M.A.) - Italian - Spanish and Latin-American Studies -Languages taught: Danish, French, German Italian, Norwegian, Polish, Portuguese, Russian, Spanish, Swedish and Ukrainian	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years B.A. B.A. (Honors) (M.A., Ph.D.)	Standard admission with English 30, a 30-level language other than English or Mathematics 30 or Pure Mathematics 30, and three other approved Grade 12 subjects (Social Studies 30 recommended). B.A. Honors: One year B.A. program.

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HUMANITIES AND LANGUAGES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Philosophy			
Philosophy	**Augustana University College** Camrose (Main) (780) 679-1100 Toll Free 1-800-661-8714	3 Years B.A. or B.Sc. (General) Up to 4 years for a Philosophy Minor in association with a different concentration (General Degree) or Major (Special Degree).	Standard admission.
Philosophy	**Concordia University College of Alberta** Edmonton (Main) (780) 479-9220 Toll Free 1-866-479-5200	3 Year B.A.	Standard admission with English 30, and four other appropriate 30-level subjects.
Philosophy	**King's University College, The** Edmonton (Main) (780) 465-8334 Toll Free 1-800-661-8582	3-year B.A.	Five appropriate Grade 12 subjects including English 30 with an overall average of at least 60%, no single mark below 50%. Mature Student - Minimum 21 years of age and English 30 with a minimum 60%. High school record and one letter of recommendation required; and/or college entrance examination scores. English Supplemental Test administered to some.
Philosophy	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years B.A. B.A. (Honors) (M.A., Ph.D.)	Standard admission with English 30, a 30-level language other than English or Mathematics 30 or Pure Mathematics 30, plus three other approved Grade 12 subjects (Social Studies 30 recommended). B.A. (Honors): One year B.A. program.
Philosophy	**University of Calgary** Calgary (Main) (403) 220-6645	* 4 Years B.A.; 5 Years B.A. (Co-op) (M.A., Ph.D.)	Standard admission.

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ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Philosophy			
Philosophy	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	* 4 Years B.A., BASc.; 5 Years B.A./B.Mgt.; (M.A.)	Standard admission.
Philosophy University Transfer	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: University of Alberta University of Calgary University of Lethbridge, The	Varies up to two years	Minimum average of 60% and no mark below 50% in: English 30, Math 30 (or Pure Math 30) or a 30-level language other than English and three other approved 30-level subjects (Social Studies 30 recommended) -OR- mature student status -OR- successful completion of one year of a diploma program and Chairperson approval.
Scandinavian			
Scandinavian	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years B.A. B.A. (Honors) (M.A., Ph.D.)	Standard admission with English 30, a 30-level language other than English or Mathematics 30 or Pure Mathematics 30, and three other approved Grade 12 subjects (Social Studies 30 recommended). Danish, Norwegian and Swedish combined. B.A. (Honors): One year B.A. program.
Scandinavian Studies	**Augustana University College** Camrose (Main) (780) 679-1100 Toll Free 1-800-661-8714	3 Years B.A. (General) Up to 4 years for a Scandinavian Studies Minor in association with a different Concentration (General Degree) or Major (Special Degree). See also Modern Languages.	Standard admission.

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HUMANITIES AND LANGUAGES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Slavic and Eastern European Studies			
Russian Specialization in: In Germanic and Slavic Studies program	**University of Calgary** Calgary (Main) (403) 220-6645	4 Years B.A. (M.A.)	Standard admission.
Slavic and East European Studies Specialization in: - Russian - Russian Literature - Russian/Ukrainian - Slavic Language(s) and Linguistics - Slavic Literature - Ukrainian - Ukrainian Folklore	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years B.A. B.A. (Honors) (M.A., Ph.D.)	Standard admission with English 30, a 30-level language other than English or Mathematics 30 or Pure Mathematics 30, and three other approved Grade 12 subjects (Social Studies 30 recommended). B.A. (Honors): One year B.A. program.
Spanish and Latin American Studies			
Latin American Studies	**University of Calgary** Calgary (Main) (403) 220-6645	4 Years B.A.	Standard admission with Math 30 or 31.
Spanish	**University of Calgary** Calgary (Main) (403) 220-6645	4 Years B.A. (M.A.)	Standard admission.
Spanish Language and Culture	**University of Calgary** Faculty of Continuing Education (403) 220-6292	200 Hours Certiificate	Registrants must either be admitted as University of Calgary undergraduates or must meet the requirements for admission as unclassified, non-degree students (21 years of age or older or holders of an approved degree). Students must have completed Spanish Level One in the Faculty of Continuing Education (or equivalent) before registering in the certificate.
Spanish and Latin-American	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years B.A. B.A. (Honors)	Standard admission with English 30, a 30-level language other than English or Mathematics 30 or Pure Mathematics 30, and three other approved Grade 12 subjects (Social Studies 30 recommended). B.A. (Honors): One year B.A. program.

MATHEMATICS

Actuarial Science

- Actuarial Science

Mathematics

- Mathematics
- Mathematics University Transfer

Statistics

- Statistics
- Statistics and Applied Probability

MATHEMATICS

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Actuarial Science			
Actuarial Science	**University of Calgary** Calgary (Main) (403) 220-6645	* 4 Years B.Sc.; 5 Years B.Sc. (Co-op); 5 Years B.Sc./B.Comm.	Standard admission with Math 30. (Math 31 recommended.)
Mathematics			
Mathematics	**Augustana University College** Camrose (Main) (780) 679-1100 Toll Free 1-800-661-8714	3 Years B.A. or B.Sc.(General); Up to 4 years for a Mathematics Minor in association with a different Concentration (General Degree) or Major (Special Degree).	Standard admission with Mathematics 30.
Mathematics	**Concordia University College of Alberta** Edmonton (Main) (780) 479-9220 Toll Free 1-866-479-5200	3 Year B.Sc.; 4 Year B.Sc. with a Major in Mathematics	3-Year: Standard admission with English 30, Math 30 or Pure Math 30, and three other appropriate 30-level subjects, including two of Physics 30, Chemistry 30 or Biology 30. 4-Year: Must meet standard admission plus completion of 90 appropriate credits to apply for this program.
Mathematics Specialization in: - Applied Mathematics - Economics and Mathematics - Mathematical Physics	**University of Alberta** Edmonton (Main) (780) 492-3113	4 Years B.A., B.Sc. B.A. (Honors) (M.Sc., Ph.D.)	For B.A.: English 30, Mathematics 30 or Pure mathematics 30, and three other approved Grade 12 subjects. For B.Sc.: English 30, Mathematics 30 or Pure Mathematics 30, Math 31, one of Biology 30/Chemistry 30/Physics 30 and one other approved Grade 12 subject. For B.A. (Honors): Math 31 and one year B.A. program required. Industrial Internship available for B.Sc.

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MATHEMATICS

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Mathematics			
Mathematics Specialization in: - Actuarial Science - Applied Mathematics - General Mathematics - Pure Mathematics - Statistics	**University of Calgary** Calgary (Main) (403) 220-6645	4 Years B.A., B.Sc. (M.Sc., Ph.D.)	Standard admission with Math 30. Math 31 recommended.
Mathematics	**University of Lethbridge, The** Lethbridge (Main) (403) 320-5700	* 4 Years B.Sc., BASc.; 5 Years B.Sc./B.Ed., B.Sc./B.Mgt.; (M.Sc.)	Standard admission. Math 30 or Pure Math 30 (or Applied Math 30 and at least 75% standing in U. of Athabasca's Math 101) required. Math 31 recommended.
Mathematics University Transfer Specialization in: - Mathematics - Statistics - Math and Economics	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630 Transfers to: University of Alberta University of Calgary	Varies up to one year	Minimum average of 60% and no mark below 50% in: English 30, Math 30 (or Pure Math 30), Math 31, Physics 30 and one other approved 30-level course (30-level Science recommended) -OR- mature student status.
Statistics			
Statistics	**University of Calgary** Calgary (Main) (403) 220-6645	* 4 Years B.A. or B.Sc.; 5 Years B.A. or B.Sc. (Co-op) (M.Sc., Ph.D.)	Standard admission with Math 30. Math 31 recommended.
Statistics and Applied Probability	**University of Alberta** Edmonton (Main) (780) 492-3113	* 4 Years B.Sc. (M.Sc., Ph.D.)	Standard admission with English 30, Mathematics 30 or Pure Mathematics 30, and two of the following: Physics 30, Chemistry 30, Biology 30, Science 30 or Math 31 plus one other approved 30-level subject. (Mathematics 31 recommended). Industrial internship available.

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PERSONAL AND FOOD SERVICES

Baker
- -Baker
- -Baking
- -Commercial Baking
- -Pastry Chef

Bartending
- -Bar Mixology
- -Bartending
- -Commercial Bartending

Building Operations
- -Building Service Worker
- -Resident Manager

Cooking and Culinary Arts
- -Cook
- -Cook, Professional Cooking
- -Cooking
- -Cooking, Culinary Careers
- -Cooking, Pre-Employment
- -Culinary Arts
- -Professional Cooking

Electrolysis
- -Electrology
- -Electrolysis
- -Electrolysis & Waxing
- -Permanent Hair Removal

Esthetics
- -Esthetics
- -Esthetics - Comprehensive
- -Evening Modules 1-4 Inclusive
- -Facial/Body Treatment
- -Professional Esthetics

Food Services
- -Food Service Worker, Level I
- -Nutrition Manager, Level I & Level II
- -Tourism-Hospitality

Food and Nutrition Management
- -Food and Nutrition Management
- -Food and Nutrition Management Technology

Funeral Home Services
- -Embalming Technology Studies & Funeral Service Studies
- -Funeral Director & Embalmer
- -Funeral Service Certificate, Pre-Employment

Hairstylist
- -Beauty Culture
- -Hairstyling
- -Hairstylist

Interior Decorating

(continued)

Interior Decorating

- -Interior Decorating
- -Professional Interior Decorating
- -Residential Interior Decorating
- -Residential Interiors

Make-up Artistry

- -Make-Up Artistry

Meat Cutting, Retail

- -Retail Meat Cutting

Nail Technology

- -Nail Artistry
- -Nail Technician
- -Nail Technology

Pet Grooming

- -Professional Dog and Cat Grooming
- -Professional Pet Styling

Sewing

- -Sewing

Travel and Tourism

- -Corporate Travel
- -Tourism and Travel Sales
- -Travel
- -Travel Consultant
- -Travel Counselling
- -Travel Education
- -Travel Management
- -Travel and Tourism

PERSONAL AND FOOD SERVICES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Baker			
Baker	**Apprenticeship Trades (Alberta)** Edmonton (Main) (780) 422-4266 Toll Free 1-800-661-3753	3 Years, including three 8-week in-class sessions	Applicants must have at least Grade 9 or equivalent education (or pass an entrance exam), and find an employer who is willing to hire and train an apprentice. To learn more about apprenticeship in Alberta contact the Career Information Hotline for the apprenticeship office nearest you.
Baking	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	1 Year Certificate	A minimum of Grade 10, including English and Math, is required for the Baking Program. Applicants should have a reasonable aptitude for mathematics which will be required in weighing and measuring ingredients as well as formula calculations and costing. Reasonable reading and writing skills will help the baking student in the practical shop, the classroom setting, and in industry.
Commercial Baking	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	1 Year Certificate	A minimum of 35 high school credits with at least 50% in Pure Math 10 or Applied Math 10 (13), and English 10, 13 or Humanities 10. For upgrading options, please see our Pre-Careers program. In 2000, 90% of our graduates were employed within 6 to 9 months. Their starting salary range was $16,640 to $26,000 per year.
Pastry Chef Delivery in: Some subjects are available through other delivery options and times.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	26 Week Advanced Certificate (Practicum) In 2000, 100% of our graduates were employed within 6 to 9 months. Their starting salary range was not available.	A certificate or diploma in baking or cooking OR five years of related, and documented, experience is required with Grade 10 Math and English. For upgrading options, please see our Pre-Careers program. In 2000, 100% of our graduates were employed within 6 to 9 months. Their starting salary range was not available.

PERSONAL AND FOOD SERVICES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Bartending			
Bar Mixology	**Executive School of Bartending** Calgary (Main) (403) 286-2673	60 Hours (4 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in English 30 or 33, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D) with a standard score of 50 or better in English. And All of the Following criteria: 1. Successful interview with school administration. Mature Admission- Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Successful test result on aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent. 4. Successful interview with school administration.
Bartending	**Fine Art Bartending School - Calgary** Calgary (Main) (403) 209-0977	40 Hours (3 Weeks/days) (5 Weeks/evenings)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.

PERSONAL AND FOOD SERVICES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Bartending			
Commercial Bartending	**Fine Art Bartending School - Edmonton** Edmonton (Main) (780) 439-7963	50 Hours (2 Weeks or 6 Weeks part-time)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Building Operations			
Building Service Worker Delivery in: Varies	**NorQuest College** Edmonton (Main) (780) 422-2020	7 Weeks (full-time); 13 Weeks (part-time) Certificate (includes 2 weeks' work experience)	Physically able to perform tasks. Grade 8 English or GED recommended.
Resident Manager	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669	48 Hours Certificate (2 evenings per week)	None
Cooking and Culinary Arts			
Cook	**Apprenticeship Trades (Alberta)** Edmonton (Main) (780) 422-4266 Toll Free 1-800-661-3753	3 Year, including three 8-week in-class sessions	Applicants must have at least Grade 9 or equivalent education (or pass an entrance exam), and find an employer who is willing to hire and train an apprentice. To learn more about apprenticeship in Alberta contact the Career Information Hotline for the apprenticeship office nearest you.
Cook, Professional Cooking Delivery in: classroom, LMS & work experience	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103	1 Year Certificate	Minimum of 65 high school credits, including a minimum of 60% in Math 23 and 60% in English 23 or equivalent. Required to complete a personal medical profile and update immunization prior to entering program. Intakes three times per year.

PERSONAL AND FOOD SERVICES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Cooking and Culinary Arts			
Cooking	**Portage College** Lac La Biche (Main) (780) 623-5580 Transfers to: Northern Alberta Institute of Technology	33 Weeks Certificate	Grade 10 or equivalent, including English 10 or 13 and Math 10, Math 10 (applied or pure) or Math 13
Cooking, Culinary Careers Delivery in: Classroom instruction; TLM	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103	16 Weeks Diploma	Completion of one-year LCC Professional Cooking Certificate or equivalent cooking at a post-secondary institution, or mature status. Completion of a personal medical profile with updated immunization information prior to entry. New intakes offered twice a year.
Cooking, Pre-Employment	**Portage College** Lac La Biche (Main) (780) 623-5580	16 Weeks Certificate	Proof of Grade 9 or successful Trades Entrance Exam results, or completion of AU 300 is also accepted including COMM 004, SCIE 004, and MATH 003.
Culinary Arts	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	1 Year Certificate, 2 Years Diploma	A minimum of Grade 10 or equivalent including English and Mathematics.
Professional Cooking	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	48 Week Diploma	A minimum of 35 high school credits with at least 50% in Pure Math 10 or Applied Math 10 (13), and English 10, 13 or Humanities 10. For upgrading options, please see our Pre-Careers program. All students are asked to submit a resume with detailed information on work-related experience and references, if applicable.Their starting salary range was $14,000 to $28,000 per year. In 2000, 100% of our graduates were employed within 6 to 9 months.

PERSONAL AND FOOD SERVICES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Electrolysis			
Electrology Distance: Yes Delivery in: On-line delivery	**Alberta Technical Institute of Electrology** Sherwood Park (780) 417-3230 (Main)	500 Hours (40 Weeks part-time)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D) with a standard score of 50 or better in English. Mature Admission- Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a Grade 10 English, or non-Alberta equivalent. All students must successfully pass an interview with school administration which includes a dexterity test and aptitude for electrology.
Electrolysis	**Zeneba Academy of Esthetics** Calgary (Main)	208 Hours (13 Weeks/evening)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Electrolysis & Waxing	**Alberta Academy of Aesthetics** Edmonton (780) 486-7201 (Main)	208 Hours (13 Weeks)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.

PERSONAL AND FOOD SERVICES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Electrolysis			
Permanent Hair Removal	**International Academy of Esthetics** Sherwood Park (Main) (780) 449-1225 Toll Free 1-800-352-4383	120 Hours (15 Weeks/part-time)	STANDARD ADMISSION- Students must meet ONE of the following criteria. 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria. 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.
Esthetics			
Esthetics	**Beauty Tech Esthetic School** Edmonton (Main) (780) 944-9398	1225 Hours (35 Weeks) Includes 525 Hours or 15 Weeks Practicum	STANDARD ADMISSION- Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10, 13 or 14, and Mathematics 10, 13, 14, or 15, or non-Alberta equivalent. MATURE ADMISSION- Students who do not meet the above standards may be admitted if they meet the following criteria. NOTE: No more than 30% of any class may be made up of students admitted under these criteria. 1. Out of school for two years. 2. Successful completion of an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning)

PERSONAL AND FOOD SERVICES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Esthetics			
Esthetics	**International Academy of Esthetics** Sherwood Park (Main) (780) 449-1225 Toll Free 1-800-352-4383	900 Hours (30 Weeks)	STANDARD ADMISSION- Students must meet ONE of the following criteria. 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalenc Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria. 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.
Esthetics	**Marvel College, Calgary** Calgary (Main) (403) 290-0051	900 Hours (24 Weeks)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Esthetics	**Marvel College, Edmonton** Edmonton (Main) (780) 429-4407 Toll Free 1-800-661-5263	900 Hours (24 Weeks)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.

PERSONAL AND FOOD SERVICES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Esthetics			
Esthetics	**Marvel College, Red Deer** Red Deer (Main) (403) 342-1110	900 Hours (24 Weeks)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Esthetics	**Sultana's Beauty Clinic and School** Red Deer (Main) (403) 342-5525	17 Weeks	1. Minimum 18 years of age. 2. High school diploma (verified by official transcript) or equivalent. 3. Personal interview with Director of the school.
Esthetics	**Zeneba Academy of Esthetics** Calgary (Main)	22 Weeks	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Esthetics - Comprehensive	**Alberta Academy of Aesthetics** Edmonton (Main) (780) 486-7201	980 Hours (28 Weeks)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Evening Modules 1-4 Inclusive	**Alberta Academy of Aesthetics** Edmonton (Main) (780) 486-7201	608 Hours (39 Weeks)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.

PERSONAL AND FOOD SERVICES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Esthetics			
Facial/Body Treatment	**Alberta Academy of Aesthetics** Edmonton (780) 486-7201 (Main)	192 Hours (12 Weeks)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Facial/Body Treatment	**Zeneba Academy of Esthetics** Calgary (Main)	192 Hours (12 Weeks/evenings)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Professional Esthetics	**Training Inc. - Lethbridge** Lethbridge (403) 320-5100 (Main)	585 Hours (20 Weeks)	STANDARD ADMISSION- 1. Alberta high school diploma, verified by transcript, with 50 percent or better in English 10, 13, or 14 and Mathematics 10, 13, 14, or 15, or non-Alberta equivalent. OR Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Mathematics. 2. Fifty percent or better in a grade 10 level science, verified by transcript. MATURE ADMISSION- Students who do not meet the above standards may be admitted if they meet ALL of the following criteria: 1. Out of school for two years. 2. Fifty credits toward an Alberta high school diploma with 50% or better in a grade 10 level science, verified by transcript. In addition to the above requirements, the following must also be met: - Minimum 17 years of age. - Must have a physical exam and a TB skin test. - Must pass a color blindness, depth perception, dexterity test.

PERSONAL AND FOOD SERVICES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Food Services			
Food Service Worker, Level I	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669	1 Year	Grade 10 reading Level recommended. Employed in a Food Service area or have access to a commercial, institutional kitchen or Dietary Department.
Nutrition Manager, Level I & Level II	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669	1 Year	Employed in the Food Service Area.
Tourism-Hospitality Specialization in: - Food and Beverage Server - Front Desk Clerk	**Grant MacEwan College** Alberta College (780) 423-6200	22 weeks (classroom) 10 weeks (work experience); Food and Beverage Server - Service Best, WHMIS, CPR, First Aid, Responsible Beverage Server, Food Safe Front Desk Clerk - Enrolment in National Front Desk Agent Certificate, Service Best, WHMIS, CPR, First Aid	English 10/13, Math 10/13, or Math 14 (Front Desk Clerk specialization). Professional, conservative in grooming and appearance.
Food and Nutrition Management			
Food and Nutrition Management	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077 Transfers to: University of Alberta	2 Year Diploma (three 16-week semesters and a four-month practicum following the third semester)	High school diploma with at least 50% in Math 20 or 23, English 30 or 33 and Biology 20 or any grade 12 science. This program also available through Continuing Education.

PERSONAL AND FOOD SERVICES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Food and Nutrition Management			
Food and Nutrition Management Technology Distance: Both Distance and Non-Distance Delivery in: The first, 32-week year is spent at SAIT; some first-year courses are also available through distance education. The second year consists of 16 weeks at SAIT and 24 weeks of practical training at a health care and commercial food service site.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: Athabasca University	2 Year Diploma (24-week practicum)	Alberta High School Diploma or equivalent with at least 50% in Pure/Applied Math 20 (Math 20/23), English 30 or 33, Biology 30, Chemistry 20 or Science 20. For upgrading options, please see our Pre-Careers program. Qualified applicants will be requested to complete a career investigation and an immunization schedule. In 2000, 100% of our graduates were employed within 6 to 9 months. Their starting salary range was $14,400 to $45,300 per year.
Funeral Home Services			
Embalming Technology Studies & Funeral Service Studies Specialization in: - Embalmers License - Funeral Director's License - Embalmers and Funeral Directors License	**Western School of Funeral Service** Red Deer (Main) (403) 347-4483	Varies	Candidates must be eighteen years of age or older upon enrollment in the program. Prospective students must present official transcripts as proof of completion of a high school diploma from an accredited school system. Students may also obtain admission as "mature students" with documentation of a valid General Equivalency Diploma (GED). Students seeking admission to the program must present a written statement of purpose outlining his or her reasons for entering the funeral service profession. In addition, a letter of reference from a licensed funeral service practitioner attesting to the individual's good character and suitability for work in funeral service is required.
Funeral Director & Embalmer Specialization in: - Funeral Service - Embalming Distance: Both Distance and Non-Distance Delivery in: Clinical Practicum	**Mount Royal College** Continuing Education (403) 240-6875	12 Months Full-time Certificate; 2 Year Part-time Certificate	Biology 30 and Chemistry 30 (or equivalents) are strongly recommended.

PERSONAL AND FOOD SERVICES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Funeral Home Services			
Funeral Service Certificate, Pre-Employment Distance: Yes Delivery in: Modules and on-site seminars	**Western School of Funeral Service** Red Deer (403) 347-4483 (Main)	10 Months Certificate	Grade 12 diploma or equivalent. Mature students may qualify for exemption.
Hairstylist			
Beauty Culture	**Academy of Professional Hair Design Ltd.** Red Deer (403) 347-2018 (Main)	1400 Hours (40 Weeks full-time/78 Weeks part-time)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Beauty Culture	**Est-Elle Academy of Hair Design Ltd. - Edmonton** Edmonton (780) 432-7577 (Main) Toll Free 1-888-432-8828	1400 Hours (41 Weeks)	1. Minimum 17 years of age. 2. Completed Grade 11 (70 credits) at a Canadian high school. 3. Students for whom English is not their primary language must supply a TOEFL exam score of at least 500.
Beauty Culture	**L.A. School of Hair Design (1989) Ltd.** Lethbridge (403) 320-2228 (Main)	1400 Hours (37 Weeks)	STANDARD ADMISSION- Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in grade 10 English and Mathematics, or non-Alberta equivalent. MATURE ADMISSION- 1. Out of school for two years. 2. Successful completion of an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). Contact Apprenticeship & Industry Training, Alberta Learning on Apprenticeship/Journeyman Certification.

PERSONAL AND FOOD SERVICES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Hairstylist			
Beauty Culture	**Master's School of Hair Design** Medicine Hat (403) 527-6822 (Main)	1400 Hours (39 Weeks)	1. 16 years of age minimum. 2. Grade 10 or acceptable equivalent (consideration given for maturity and experience). 3. Proof of medical fitness in the form of a Doctor's certificate submitted with application.
Beauty Culture	**School of Hair Dynamics** Edmonton (780) 473-1898 (Main)	1400 Hours (40 Weeks)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school. Contact Apprenticeship & Industry Training, Alberta Learning on Apprenticeship/Journeyman Certification.
Hairstyling	**Marvel College, Calgary** Calgary (Main) (403) 290-0051	1400 Hours (37 Weeks)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Hairstyling	**Marvel College, Edmonton** Edmonton (780) 429-4407 (Main) Toll Free 1-800-661-5263	1400 Hours (37 Weeks)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.

PERSONAL AND FOOD SERVICES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Hairstylist			
Hairstyling	**Marvel College, Red Deer** Red Deer (Main) (403) 342-1110	1400 Hours (37 Weeks)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Hairstylist	**Apprenticeship Trades (Alberta)** Edmonton (Main) (780) 422-4266 Toll Free 1-800-661-3753	2 Years, including two 10-week in-class sessions	Most employers prefer Grade 12. Minimum Alberta Grade 10 or equivalent or must pass an entrance examination. Find an employer willing and able to hire and train an apprentice. To learn more about apprenticeship in Alberta contact the Career Information Hotline for the apprenticeship office nearest you.
Hairstylist	**Delmar College of Hair Design Ltd.** Calgary (Main) (403) 264-8055	1400 Hours (36 Weeks)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.

PERSONAL AND FOOD SERVICES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Hairstylist			
Hairstylist	**Northern Lights Academy of Cosmetology (2000)** Grande Prairie (780) 402-8887 (Main)	1400 Hours (40 Weeks)	STANDARD ADMISSION - Students must meet the following criteria: 1. Grade 10, verified by transcript, or non-Alberta equivalent 2. 17 years of age or older (under the age of 18 must provide a letter of parental consent) 3. Provide an up to date resume along with two letters of reference from a previous employer, teacher, counsellor (not family or friends) 4. Provide a hand written letter introducing yourself, personal reasons for choosing a career in hairstyling, long term goals and what type of learner you think you are. Explain the type of person you are (leader, follower, loner, socializer, etc.). Perhaps you have had personal experiences which would help with your explanation. MATURE ADMISSION - Students must meet the following criteria: 1. Out of school for two years. 2. Successful completion of an aptitude test chosen by the school and approved by the Director, Private Institutions (Alberta Learning). 3. Provide an up to date resume along with two letters of reference from a previous employer, teacher, counsellor (not family or friends) 4. In a typewritten two or three page career research essay, include the names of three people in the hairstyling vocation who you spoke to for information regarding the employment availability, advancement, wages and expectations of the employer. 5. Provide a hand written letter introducing yourself, personal reasons for choosing a career in hairstyling, long term goals and what type of learner you think you are. Explain the type of person you are (leader, follower, loner, socializer, etc.). Perhaps you have had personal experiences which would help with your explanation.

PERSONAL AND FOOD SERVICES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Interior Decorating			
Interior Decorating	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669	4 Core courses (80 hours) with 60 hours of optional and elective courses Certificate	18 years of age or older
Interior Decorating	**Chinook College** Calgary (Main) (403) 777-7200	11 Course Certificate	Seventeen (17) years or older and Canadian citizen or landed immigrant status.
Professional Interior Decorating	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669	80 hours of core courses, minimum of 80 hours optional courses and 40 hours of elective and 20 hours final Certificate (Part-time)	None
Residential Interior Decorating Specialization in: - Design basics - Interiors past and present - Window treatments and soft furnishings - Understanding client needs - Reading blueprints - Budgets - Colour for the home	**Mount Royal College** Continuing Education (403) 240-6875	7 Course Certificate of Completion	18 years of age or older.
Residential Interiors	**University of Alberta** Faculty Of Extension (780) 492-3116 Transfers to: University of Alberta	351 Hours Certificate (part-time)	An Alberta high school diploma or equivalent, and English 30 or equivalent. For further information please visit our website at: www.extension.ualberta.ca/ri or e-mail: decorate@ualberta.ca

PERSONAL AND FOOD SERVICES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Make-up Artistry			
Make-Up Artistry	**Alberta Academy of Aesthetics** Edmonton (780) 486-7201 (Main)	128 hours (8 Weeks)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Make-Up Artistry	**International Academy of Esthetics** Sherwood Park (780) 449-1225 (Main) Toll Free 1-800-352-4383	90 Hours (10 Weeks/part-time)	STANDARD ADMISSION- Students must meet ONE of the following criteria. 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria. 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.
Make-Up Artistry	**Zeneba Academy of Esthetics** Calgary (Main)	128 Hours (8 Weeks/evenings)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.

PERSONAL AND FOOD SERVICES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Meat Cutting, Retail			
Retail Meat Cutting	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	5 Months Certificate	A minimum of Alberta (or equivalent) Grade 10, including English and Mathematics.
Retail Meat Cutting	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	* 24 Week Program (Work experience component)	A minimum of 35 high school credits with at least 50% in Pure Math 10 or Applied Math 10 (13), and English 10, 13 or Humanities 10. For upgrading options, please see our Pre-Careers program. In 2000, 100% of our graduates were employed within 6 to 9 months. Their starting salary range was $16,000 to $32,000 per year.
Nail Technology			
Nail Artistry	**International Academy of Esthetics** Sherwood Park (Main) (780) 449-1225 Toll Free 1-800-352-4383	60 Hours (6 Weeks/part-time)	STANDARD ADMISSION- Students must meet ONE of the following criteria. 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria. 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.

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*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

PERSONAL AND FOOD SERVICES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Nail Technology			
Nail Technician	**Alberta Academy of Aesthetics** Edmonton (Main) (780) 486-7201	96 Hours (6 Weeks)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Nail Technician	**Beauty Tech Esthetic School** Edmonton (Main) (780) 944-9398	300 Hours (8 Weeks)	STANDARD ADMISSION- Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10, 13 or 14, and Mathematics 10, 13, 14, or 15, or non-Alberta equivalent. MATURE ADMISSION- Students who do not meet the above standards may be admitted if they meet the following criteria. NOTE: No more than 30% of any class may be made up of students admitted under these criteria. 1. Out of school for two years. 2. Successful completion of an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning).
Nail Technician	**Marvel College, Calgary** Calgary (Main) (403) 290-0051	160 Hours (4 Weeks)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Nail Technician	**Marvel College, Edmonton** Edmonton (Main) (780) 429-4407 Toll Free 1-800-661-5263	160 Hours (4 Weeks)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.

PERSONAL AND FOOD SERVICES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Nail Technology			
Nail Technician	**Marvel College, Red Deer** Red Deer (Main) (403) 342-1110	160 Hours (4 Weeks)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Nail Technician	**Zeneba Academy of Esthetics** Calgary (Main)	80 Hours (5 Weeks/evenings)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Nail Technology	**Delmar College of Hair Design Ltd.** Calgary (Main) (403) 264-8055	240 Hours (6 Weeks)	A. Standard Admission- Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a grade 10 English and a grade 10 Mathematics or non-Alberta equivalent. B. Mature Admission- Students who do not meet the above standards may be admitted if they meet all of the following criteria: 1. Out of school for two years. 2. Successful completion of an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning).

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Nail Technology			
Nail Technology	**Nails Academy** Calgary (Main) (403) 301-7484	480 Hours (12 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a Grade 10 English and a Grade 10 Mathematics, or non-Alberta equivalent. And 2. Successful interview with school administration. 3. Minimum of two character references. Mature Admission- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful completion of an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Successful interview with school administration. 4. Minimum of two character references.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Pet Grooming			
Professional Dog and Cat Grooming	**My Pets Beauty Salon** Calgary (Main) (403) 295-1437	558 Hours (16 Weeks)	STANDARD ADMISSION- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in English 30 or 33, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for two years. 3. Successful result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Adult Learning). 4. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or non-Alberta equivalent.
Professional Pet Styling	**AB Dog Grooming School** Leduc (Main) (780) 986-8182	538 Hours (15 Weeks)	Standard - must meet one of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in English 30 or 33, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (GED) with a standard score of 50 or better in English. Mature - must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test results on an aptitude test 4. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 or 13, or Alberta equivalent.

PERSONAL AND FOOD SERVICES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Sewing			
Sewing	**Chinook College** Calgary (Main) (403) 777-7200	6 Courses Certificate (50 Hours of additional courses) (receive the Ivy Driscoll Sewing Certificate)	Seventeen (17) years of age or older and Canadian Citizen or Landed Immigrant. The Sewing Certificate program will be discontinued after June 2003.
Travel and Tourism			
Corporate Travel	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	4 Courses Certificate of Achievement (maximum 5 years to complete)	A good general knowledge of English and tendency toward neatness and organization.
Tourism and Travel Sales	**Training Inc. - Lethbridge** Lethbridge (Main) (403) 320-5100	780 Hours (26 Weeks)	Standard Admission- Students must meet ONE of the following criteria. 1. Alberta high school diploma, verified by transcript, with 50% or better in any grade 12 English course and Mathematics 10 or any grade 11 Mathematics course, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and Math. Mature Admission- Students must meet ALL of the following criteria. 1. Out of high school for two years 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Vocational Schools 3. 50 credits toward an Alberta high school diploma, verified by a transcript, with 50% or better in any grade 10 English course and Mathematics 10 or any grade 11 Mathematics course, or non-Alberta equivalent.

PERSONAL AND FOOD SERVICES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Travel and Tourism			
Travel Distance: Both Distance and Non-Distance Delivery in: Distance Learning for Certificate program only	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103	1 Year Travel Certificate; 2 Years Tourism Diploma	High school diploma with 60% in English 30/33 or equivalent and 50% in Applied Math or equivalent. Letter of intent describing background, work experience, reason for wanting to enrol in Travel or Tourism program.
Travel Consultant	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	16 Month Diploma	Standard admission. Personal interview and geography test required. Good communication skills and knowledge of geography necessary. Experience in the travel industry an asset.
Travel Counselling Delivery in: Acceptance into part-time studies is determined by the program coordinator.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	* 1 Year Certificate (Two-month practicum)	Alberta High School Diploma or equivalent with at least 50% in English 30 or 33. For upgrading options, please see our Pre-Careers program. In 2000, 96% of our graduates were employed within 6 to 9 months. Their starting salary range was $9,600 to $28,800 per year.
Travel Education Specialization in: - Airline Ticketing - Tours - Cruises - Fares/Reservations - Destination Studies - Carrier Reservation System Delivery in: Classroom	**Mount Royal College** Continuing Education (403) 240-6875	4 Course Certificate	18 years of age or older.
Travel Management Specialization in: - Some courses are available by correspondence.	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	7 Courses Diploma	Travel Counseling Certificate.

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ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Travel and Tourism			
Travel and Tourism	**Business Career College, The** Grande Prairie (Main) Toll Free 1-877-532-5999	1305 Hours (43 Weeks)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, with 50% or better in a Grade 12 English and Mathematics 10 or any Grade 11 Mathematics, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 50 or better in English and mathematics. Mature Admission- Students must meet ALL of the following criteria: 1. Out of school for two years. 2. Successful result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Alberta Learning). 3. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a Grade 10 English and a Grade 10 Mathematics, or non-Alberta equivalent. In addition to the above requirements, all applicants must successfully pass an interview with school administration.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Travel and Tourism			
Travel and Tourism	**Career College, The - Calgary** Calgary (Main) (403) 266-0966 Toll Free 1-800-332-1404	750 Hours (25 Weeks)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.
Travel and Tourism	**Career College, The - Edmonton** Edmonton (Main) (780) 424-6650 Toll Free 1-800-282-9917	750 Hours (30 Weeks)	STANDARD ADMISSION- Students must meet one of the following criteria: 1. Alberta high school diploma with 50% or better in English 30 or 33, or non-Alberta equivalent. 2. Successful completion of the General Equivalency Diploma (G.E.D.) with a standard score of 55 or better in English. MATURE ADMISSION- Students must meet ALL of the following criteria: 1. Eighteen years of age. 2. Out of school for one year. 3. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions. 4. Thirty-three credits toward an Alberta high school diploma with 50% or better in English 10 or 13, or non- Alberta equivalent.

PERSONAL AND FOOD SERVICES

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Travel and Tourism			
Travel and Tourism Distance: Both Distance and Non-Distance	**Medicine Hat College** Medicine Hat (403) 529-3819 (Main)	1 Year Certificate	High school diploma with English 30 or 33 and Math 13 or mature student status.

PHYSICAL EDUCATION AND RECREATION

Avalanche Safety

- -Avalanche Safety - Level I
- -Avalanche Safety - Level II

Coaching

- -Coaching, National (Level 4)

Fitness Leadership and Personal Training

- -Fitness Leadership
- -Personal Fitness Trainer

Kinesiology

- -Exercise Science
- -Kinesiology
- -Kinesiology University Transfer
- -Kinesiology and Sports Studies

Outdoor Leadership and Ecotourism

- -Adventure Tourism and Outdoor Recreation
- -Ecotourism and Outdoor Leadership
- -Outdoor Leadership
- -Outward Pursuits

Physical Education

- -Physical Education
- -Physical Education University Transfer
- -Physical Education/Kinesiology University Transfer

Recreation Facility Management

- -Recreation Facility Operations

Recreation and Leisure

- -Bachelor of Arts (UT) - Recreation and Leisure Studies
- -Leisure, Tourism and Society
- -Recreation Administration University Transfer
- -Recreation and Leisure Studies
- -Therapeutic Recreation (Gerontology)

PHYSICAL EDUCATION AND RECREATION

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Avalanche Safety			
Avalanche Safety - Level I	**Canadian Avalanche Association Training Schools** Lake Louise (250) 837-2435 (Main)	52 Hours (1 Week)	LEVEL 1- STANDARD ADMISSION: Students must meet the following criteria: 1. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in English 10 and Mathematics 10, or non-Alberta equivalent. 2. Intermediate skier and basic ski touring experience. MATURE ADMISSION: Students must meet all of the following criteria: 1. Out of school for two years. 2. Successful test result on an aptitude test chosen by the school and approved by the Director, Private Institutions Branch (Adult Learning). 3. Intermediate skier and basic ski touring experience. The number of students enrolled under mature admission is restricted to 30% in each class.
Avalanche Safety - Level II	**Canadian Avalanche Association Training Schools** Lake Louise (250) 837-2435 (Main)	62 Hours (2 Weeks)	LEVEL II- MINIMUM: Students must meet all of the following criteria: 1. Level 1 course of avalanche training. 2. Advanced skiing ability. 3. After completion of a Level 1 course, 100 days of field experience making observations of weather, snowpack, and avalanche occurences. Applicants must submit a resume of their relevant activities with locations, dates, and references. The resume must be confirmed by a practising graduate of Level 2 course.
Coaching			
Coaching, National (Level 4)	**National Coaching Institute - Calgary** Calgary (Main)	580 Hours (32 Weeks)	1. National Coaching Certification Level 3. 2. Submitted documentation on completion of high school.

TRADES AND INDUSTRIAL TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Mechanical Automotive Trades			
Automotive Service Certificate	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630	1 Year Certificate	Minimum mark of 50% in Math 10 (Pure) or Math 20 (Applied) -AND- minimum mark of 50% in English 10 or English 23 -OR- satisfactory score on the College Board Test. For further information, call the Red Deer College Access Centre at (403) 342-3400.
Automotive Service Technican	**Apprenticeship Trades (Alberta)** Edmonton (Main) (780) 422-4266 Toll Free 1-800-661-3753	4 Years, including four 8-week in-class sessions	Applicants must have at least Grade 10 with Mathematics 10, 13, Pure Math 10 or Applied Math 10 or equivalent and English 10 or 13 or equivalent (or pass an entrance exam) and find an employer who is willing to hire and train an apprentice. To learn more about apprenticeship in Alberta contact the Career Information Hotline for the apprenticeship office nearest you.
Automotive Service Technician, Pre-Employment	**Lakeland College** Vermilion (780) 853-8420 Toll Free 1-800-661-6490	12 Weeks Certificate (Upon successful completion students may challenge the first year apprenticeship examination)	Grade 10 with Math 10 or 13 and English 10 or 13, or a pass standing on the Apprenticeship entrance examination.
Automotive Service Technology	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103 Transfers to: Apprenticeship Trades (Alberta)	2 Years Diploma	High school diploma with credit in Math 33 or equivalent.

TRADES AND INDUSTRIAL TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Mechanical Automotive Trades			
Automotive Service Technology	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	2 Year Diploma	A minimum of 70 Alberta High School credits (Grade 11) with at least 50% in Grade 11 English, Math and a Grade 11 Science. For upgrading options, please see our Pre-Careers program. All students must write a mechanical aptitude assessment. In 2000, 100% of our graduates were employed within 6 to 9 months. Their starting salary range was $17,700 to $54,000 per year.
Damage Appraisal Series	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	6 Courses Achievement Certificate (for each course)	This program provides excellent training for individuals presently in the damage appraisal field and for those wanting to enter it. Some appraisal and/or RV repair experience would be advisable.
Motorcycle Mechanic	**Apprenticeship Trades (Alberta)** Edmonton (Main) (780) 422-4266 Toll Free 1-800-661-3753	4 Years, including two 8-week and two 6-week in-class sessions	Most employers prefer Grade 12. Must have a minimum Alberta Grade 9 or equivalent, or pass an entrance examination and find an appropriate employer who is willing and able to hire and train an apprentice. To learn more about apprenticeship in Alberta contact the Career Information Hotline for the apprenticeship office nearest you.
Motorcycle Mechanic Specialization in: Multiple brands of motorcycles and off road and dual sport bikes.	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882	1 Year Certificate	English 10 or Grade 11 English and Math 10 or Grade 11 Math. Adult Status is available if you've been out of school for atleast one year but admission is not automatic. Adult Status applicants must submit an application and letter outlining your education, experience, and reasons for seeking admission to the program. Demand for this program is high. Early application is recommended.

TRADES AND INDUSTRIAL TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Mechanical Automotive Trades			
Motorcycle Mechanic (Harley Davidson Technician) Specialization in: - Harley-Davidson Motorcycles	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882	15 Weeks Certificate of Achievement	English 10 or Grade 11 English and Math 10 or Grade 11 Math. Preference given to those with a job offer or are employed by a franchised Harley Davidson dealer, documented references required. Adult Status is also available if you've been out of school for atleast one year but admission is not automatic. Adult Status applicants must submit an application and letter outlining your education, experience, and reasons for seeking admission to the program. Applicants considered on basis of interest, aptitude and experience.
Recreation Vehicle Service Technician	**Apprenticeship Trades (Alberta)** Edmonton (Main) (780) 422-4266 Toll Free 1-800-661-3753	3 Years, including three 8-week in-class sessions	Most employers prefer Grade 12. Must have a minimum Alberta Grade 10 with pass mark in English 10 or 13 and Math 10 or 13 or equivalent, or pass an entrance examination, and must also find an appropriate employer who is willing and able to hire and train an apprentice. To learn more about apprenticeship in Alberta contact the Career Information Hotline for the apprenticeship office nearest you.
Mechanical Trades			
Appliance Service Technician	**Apprenticeship Trades (Alberta)** Edmonton (Main) (780) 422-4266 Toll Free 1-800-661-3753	3 Years, including two 8-week and one 6-week in-class sessions	To enter the apprenticeship program, applicants must have at least Grade 10 with a "B" standing in Mathematics 10 or 13 or Pure Math 10 or Applied Math 10 or equivalent and English 10 or equivalent (or pass an entrance exam), and find an employer who is willing to hire and train an apprentice. To learn more about apprenticeship in Alberta contact the Career Information Hotline for the apprenticeship office nearest you.

TRADES AND INDUSTRIAL TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Mechanical Trades			
Boilermaker	**Apprenticeship Trades (Alberta)** Edmonton (Main) (780) 422-4266 Toll Free 1-800-661-3753	3 Years, including four 6-week in-class sessions	An applicant must complete Grade 11 with a passing mark in Mathematics 20 or 23, Pure Math 20 or Applied Math 20 or equivalent (or pass an entrance exam) and find an employer who is willing to hire and train an apprentice. To learn more about apprenticeship in Alberta contact the Career Information Hotline for the apprenticeship office nearest you.
CNC Machinist Technician	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	1 Year Certificate	Grade 10, including 50% in English and Math 10 or 13. Student selection is competitive and is based on criteria that may include academic achievement beyond the minimum prerequisites identified in the NAIT calendar or application form. Students admitted into the 2000-2001 academic year typically had a minimum of Grade 12 standing in English 30 or 33 and Math 30 or 33.
Computer Numerical Control (CNC)	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	6 Course Certificate	See Calendar for individual course prerequisites. www.nait.ab.ca/coned
Computer Numerical Control (CNC) Wood Machining	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	6 Course Program	See Calendar for individual course prerequisites. www.nait.ab.ca/coned
General Mechanic Specialization in: - Heavy Equipment Technician - Automotive Service Technician	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882	1 Year Certificate	English 10 or a Grade 11 English, Math 10 or a Grade 11 Math. Adult Status is available if you've been out of school for at least a year but admission is not automatic. Adult Status applicants must submit an application and letter outlining their education, experience, and reasons for seeking admission to this program.
HVAC Specialist Certificate	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	1 Year Certificate	Grade 11 or equivalent including English 20 or 23, Math 20 or Math 23 with a minimum of 60% and one of Science 20, Physics 20 or Chemistry 20.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Mechanical Trades			
Industrial Maintenance Technician Specialization in: - Machinist - Metal Machining - Millwright	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772	34 Week Certificate (includes work experience)	If you are entering the program directly from high school, you will need a General High School Diploma including a minimum of 50% in Math 20 (or applied or pure Math 20) or Math 23, and Science 20 or Physics 20 (or their equivalents). If you do not have a high school diploma but have been out of school for at least one year, you will need 50% in English 30 or 33 (or the equivalent) and 50% in Math 20 (or applied or pure Math 20) or Math 23, and Science 20 or Physics 20 (or their equivalents). Required to attend information session and submit a written career investigation report. Certification in H2S Alive, WHMIS, and Standard First Aid are required before the first day of January. Workforce Development at GPRC will schedule and assist in offering the above courses.
Ironworker (and Metal Building Systems Erector)	**Apprenticeship Trades (Alberta)** Edmonton (Main) (780) 422-4266 Toll Free 1-800-661-3753	Ironworker; 3 Year, including one 10-week and two 7-week in-class sessions-Metal Building Systems Erector; 1 Year, including one 10-week in-class session	Most employers prefer Grade 12. Must have a minimum Alberta Grade 10 or equivalent, or pass an entrance examination and find an appropriate employer who is willing and able to hire and train an apprentice. To learn more about apprenticeship in Alberta contact the Career Information Hotline for the apprenticeship office nearest you.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Mechanical Trades			
Locksmith	**Apprenticeship Trades (Alberta)** Edmonton (Main) (780) 422-4266 Toll Free 1-800-661-3753	4 Years, including four 8-week in-class sessions	Most employers prefer Grade 12. Must have a minimum Alberta Grade 10 or equivalent, or pass an entrance examination. Before becoming a registered apprentice, a person must hold a pick license issued under section 353 of the Criminal Code (Canada) by Alberta Justice, and find an appropriate employer who is willing and able to hire and train an apprentice. To learn more about apprenticeship in Alberta contact the Career Information Hotline for the apprenticeship office nearest you.
Locksmith Program Distance: Both Distance and Non-Distance Delivery in: 1 Year on-line or 12-week in class	**Red Deer College** Extension Services (403) 357-3663	1 Year Certificate of Completion (on-line)	No formal admission requirements. This program is a comprehensive on-line certificate program in locksmith training. The training consists of 22 on-line modules. Courses can be taken for credit towards apprenticeship. A 12-week in class introductory course is also available. For further information e-mail Lorraine Letwiniuk at lorraine.letwiniuk@rdc.ab.ca, call (403) 342-3517 or visit our website at http://extension.rdc.ab.ca
Machinist	**Apprenticeship Trades (Alberta)** Edmonton (Main) (780) 422-4266 Toll Free 1-800-661-3753	4 Years, including four 8-week in-class sessions	Most employers prefer Grade 12. Must have a minimum Alberta Grade 11 education with a minimum of Math 10, Applied Math 10 or Pure Math 10 or equivalent, or pass an entrance examination, and find an appropriate employer who is willing and able to hire and train an apprentice. To learn more about apprenticeship in Alberta contact the Career Information Hotline for the apprenticeship office nearest you.

TRADES AND INDUSTRIAL TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Mechanical Trades			
Machinist Technician	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	1 Year Certificate	A minimum 70 Alberta High School credits or equivalent with at least 50% in English 20 or 23 and Pure Math 20 or Applied Math 20 (23). For upgrading options, please see our Pre-Careers program. In 2000, 100% of our graduates were employed within 6 to 9 months. Their average starting salary was $30,000 per year.
Marine Service Technician Specialization in: - Recreational Watercraft Maintenance	**Fairview College** St. Albert	1 Year Certificate (including 8 weeks work experience)	English 10 or a Grade 11 English, Math 10 (old curriculum) or a Grade 11 Math. Official Transcripts for secondary and any post-secondary education or Apply for Adult Status if you have been out of school for at least one year, but admission is not automatic. Require a letter outlining your education, experience, and reasons for seeking admission to the program.
Millwright	**Apprenticeship Trades (Alberta)** Edmonton (Main) (780) 422-4266 Toll Free 1-800-661-3753	4 Years, including four 8-week in-class sessions	Most employers prefer Grade 12. Must have a minimum Alberta Grade 11 education with a pass mark in Math 20 or 23, Applied Math 20 or Pure Math 20; English 20 or 24 and Science 20 or 24, Biology 20, Chemistry 20 or Physics 20 or equivalent, or entrance examination, and find an appropriate employer who is willing and able to hire and train an apprentice. To learn more about apprenticeship in Alberta contact the Career Information Hotline for the apprenticeship office nearest you.

TRADES AND INDUSTRIAL TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Mechanical Trades			
Outdoor Power Equipment Technician Specialization in: - Marine Equipment - Power Equipment - Recreational Equipment - Turf Equipment	**Apprenticeship Trades (Alberta)** Edmonton (Main) (780) 422-4266 Toll Free 1-800-661-3753	1) Marine Equipment; 4 Years, including three 8-week in-class sessions 2) Power Equipment; 4 Years, including three 8-week in-class sessions 3) Recreational Equipment; 4 Years, including three 8-week in-class sessions 4) Turf Equipment; 4 Years, including three 8-week in- class sessions	Must have a pass mark in Math 10 or 13, Pure Math 10 or Applied Math 10 and English 10 or 13 or equivalent (or pass an entrance exam) and find an employer who is willing to hire and train an apprentice. To learn more about apprenticeship in Alberta contact the Career Information Hotline for the apprenticeship office nearest you.
Outdoor Power Equipment Technician Specialization in: All-terrain vehicles, snowmobiles, marine and power products technologies.	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882	1 Year Certificate (Includes 8 weeks work experience)	English 10 or a Grade 11 English, Math 10 or a Grade 11 Math. Adult Status is also available if you've been out of school for atleast one year but admission is not automatic. Adult Status applicants must submit an applicant and letter outlining your education, experience, and reasons for seeking admission to the program.
Outdoor Power Equipment Technician	**Portage College** Lac La Biche (Main) (780) 623-5580	20 Weeks Certificate	Proof of Grade 9 or successful Trades Entrance Exam results.
Parts Technician	**Apprenticeship Trades (Alberta)** Edmonton (Main) (780) 422-4266 Toll Free 1-800-661-3753	3 Years, including one 8-week and two 6-week in-class sessions	Most employers prefer Grade 12. Must have a minimum Alberta Grade 10 education or equivalent, or pass an entrance examination and find an appropriate employer who is willing and able to hire and train an apprentice. To learn more about apprenticeship in Alberta contact the Career Information Hotline for the apprenticeship office nearest you.

TRADES AND INDUSTRIAL TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Mechanical Trades			
Partsman, Pre-Employment Specialization in: Parts Technician	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882	12 Weeks Certificate of Achievement	English 10 or Grade 11 English and Math 10 or Grade 11 Math. Adult Status is also available if you've been out of school at least one year but admission is not automatic. Adult Status applicants must submit an application and a letter outlining your education, experience, and reasons for seeking admission to the program.
Refrigeration and Air Conditioning Mechanic	**Apprenticeship Trades (Alberta)** Edmonton (Main) (780) 422-4266 Toll Free 1-800-661-3753	4 Years, including four 8-week in-class sessions	Most employers prefer Grade 12. High school diploma with a pass in Math 20, Applied Math 20 or Pure Math 20 or equivalent, or pass an entrance examination, and find an appropriate employer willing and able to hire and train an apprentice. To learn more about apprenticeship in Alberta contact the Career Information Hotline for the apprenticeship office nearest you.
Refrigeration and Air Conditioning, Pre-Employment	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	12 Weeks (360 Hours) Certificate of Achievement	Grade 9 level of education.
Sawfiler (and Circular Sawfiler)	**Apprenticeship Trades (Alberta)** Edmonton (Main) (780) 422-4266 Toll Free 1-800-661-3753	Sawfiler; 4 Years, including four 4-week in-class sessions-Circular Sawfiler; 3 Years, including three 4-week in-class sessions	Most employers prefer Grade 12. Must have a minimum Alberta Grade 10 education with a pass mark in Math 10 or 13 or Applied Math 10 or Pure Math 10 and English 10 or 13 or equivalent, or pass an entrance examination, and must also find an appropriate employer who is willing and able to hire and train an apprentice. To learn more about apprenticeship in Alberta contact the Career Information Hotline for the apprenticeship office nearest you.

TRADES AND INDUSTRIAL TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Mechanical Trades			
Structural Steel and Plate Fitter	**Apprenticeship Trades (Alberta)** Edmonton (Main) (780) 422-4266 Toll Free 1-800-661-3753	3 Years, including three 8-week in-class sessions	Most employers prefer Grade 12. Must have a minimum Alberta Grade 9 or equivalent, or pass an entrance examination, and must find an appropriate employer who is willing and able to hire and train an apprentice. To learn more about apprenticeship in Alberta contact the Career Information Hotline for the apprenticeship office nearest you.
Transport Refrigeration Technican	**Apprenticeship Trades (Alberta)** Edmonton (Main) (780) 422-4266 Toll Free 1-800-661-3753	3 Years, including three 8-week in-class sessions	Most employers prefer Grade 12. High school transcript with a pass in Math 20 or 23, Applied Math 20, Pure Math 20; English 20 or 23 and Science 20, Biology 20, Physics 20 or Chemistry or equivalent, or pass an entrance examination, and must find an appropriate employer who is willing and able to hire and train an apprentice. To learn more about apprenticeship in Alberta contact the Career Information Hotline for the apprenticeship office nearest you.
Turfgrass Equipment Specialization in: - Turfgrass Equipment Maintenance	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882	1 Year Certificate (Includes 6 weeks work experience)	An Alberta High School Diploma or equivalent; or Adult Status if you've been out of school for atleast one year, but admission is not automatic. Adult Status applicants must submit an application, letter outlining your education, experience, and reasons for seeking admission to the program.
Music Instrument Repair			
Music Instrument Repair	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408	* 2 Years Diploma	High school diploma with English 30 or 33 (or equivalent), or satisfactory pass on College Entrance Test or mature student status.

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*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

TRADES AND INDUSTRIAL TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Oil and Gas Operations			
Career Development Courses Specialization in: -Pre-employment -Management -Competency Assessment -Instructor Training (includes H2S Alive Instructor, H2S Alive Instructor Refresher, Oilfield Driver Training Program Instructor, Chainsaw Safety Instructor)	**Petroleum Industry Training Service** Calgary (Main) (403) 250-9606 Toll Free 1-800-667-5557 Nisku) (780) 955-7770 Toll Free 1-800-387-4976	Varies	Contact school.
Environmental Courses Specialization in: -Environment -Spill Response -Waste Management	**Petroleum Industry Training Service** Calgary (Main) (403) 250-9606 Toll Free 1-800-667-5557 Nisku) (780) 955-7770 Toll Free 1-800-387-4976	Varies	Contact school.
Gas Field Operator	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408	37 Weeks Certificate (including 12 weeks of on-site work experience)	Candidates must be 18 years of age, be in good physical health, have completed Grade 12/GED, and have a valid Class 5 drivers license.
Gas Process Operations Specialization in: Oil and Gas Field Production Operations Distance: Yes Delivery in: Computer-managed learning program	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882	Varies (up to one year) Certificate of Achievement	A minimum of "C" in Grade 10 English and Math or equivalents. Adult Status is also available if you've been out of school at least one year but admission is not automatic. Adult Status applicants must submit an application and letter outlining your education, experience, and reasons for seeking admission to the program.
Gas Process Operations	**Lakeland College** Lloydminster (780) 871-5700 Toll Free 1-800-661-6490	Recognition of Training Certificate	A high school diploma with at least 50% in: English 30 (65% in English 33), Math 30 (65% in Math 33), and Physics 20 or Chemistry 20 (65% in Science 20). OR a GED 12 Certification with 65% on the Math competency exam. OR 4th Class Power Engineering Certificate.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Oil and Gas Operations			
Gas Process Operations Distance: Yes Delivery in: Print	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	Certificate upon completion of all three levels	None; designed for personnel in the Natural Gas industry.
Gas Utility Operator	**Designated Occupations (Alberta)** Edmonton (Main) (780) 422-4266 Toll Free 1-800-661-3753	An Occupational Certificate	The minimum education requirement for gas utility operators is an Alberta Grade 10, but most employers prefer to hire high school graduates or people who already have related training and/or experience (e.g. gasfitters). Must be employed in the gas utility operator occupation and have a letter of recommendation from the person's employers. A valid driver's license is required.
	Northern Alberta Institute of Technology Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	180 Hours, 1 Course	To become certified, you must be registered with the Executive Director of Apprenticeship and Industry Training, successfully complete this training and complete the work experience program. See Calendar for individual course prerequisites. www.nait.ab.ca/coned
Gas Utility Operator Training (Designated Occupation) PIPS70	**Lakeland College** Lloydminster (780) 871-5700 Toll Free 1-800-661-6490 Transfers to: Athabasca University Northern Alberta Institute of Technology	1 Year Certificate	High school diploma with at least 50% English 30 (65% in English 33), Math 30 (65% in Math 33); and either Physics 20 or Chemistry 20 (65% in Science 20). Mature status considered and must achieve a minimum of 65% on a Mathematics competency examination.
Process Operations	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	1 Year Certificate (Four-week practicum)	A minimum of 70 Alberta High School credits or equivalent with at least 50% in English 20 or 23. For upgrading options, please see our Pre-Careers program. In 2000, 100% of our graduates were employed within 6 to 9 months. Their starting salary range was $18,200 to $40,000 per year.

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TRADES AND INDUSTRIAL TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Oil and Gas Operations			
Process Operator	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408	* 1 Year Certificate	Minimum 18 years of age, High School diploma with English 20, Math 20, and Physics 20 or Science 20. Power Engineering 4th Class certification.
Technology Courses Specialization in: -Drilling and Well Service (includes Roughneck Training-Land Drill Rig, Oil & Gas Production Operator Basics, Service Rig) -Engineering -Field Production -Self-Study Courses	**Petroleum Industry Training Service** Calgary (Main) (403) 250-9606 Toll Free 1-800-667-5557 Nisku) (780) 955-7770 Toll Free 1-800-387-4976	Varies	Contact school.
Oil and Gas Safety Training			
Safety Courses Specialization in: -Safety (includes Chainsaw Safety, Confined Space Entry, H2S Alive, Oilwell Blasters Safety, Petroleum Safety, Safety Orientation Package, Seismic Blasters Safety, Transportation of Dangerous Goods [TDG], Workplace Hazardous Materials Information System [WHMIS]) -Oilfield Driver Training (includes Oilfield Driver Training Instructor, Well Head Boom Truck Operator) -Safety Management (includes Certified Health and Safety Auditor, Safety Program Development, Safety Training for Jobsite Supervisors)	**Petroleum Industry Training Service** Calgary (Main) (403) 250-9606 Toll Free 1-800-667-5557 Nisku) (780) 955-7770 Toll Free 1-800-387-4976	Varies	Contact school.

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TRADES AND INDUSTRIAL TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Pipe Trades			
Gasfitter (1st and 2nd Class)	**Apprenticeship Trades (Alberta)** Edmonton (Main) (780) 422-4266 Toll Free 1-800-661-3753	3 Years, including three 8-week in-class sessions	Most employers prefer Grade 12. Must have a minimum Alberta Grade 9 or equivalent or pass an entrance examination. Trade certificate in either plumber or steamfitter-pipefitter. Must also find an appropriate employer willing and able to hire and train an apprentice. To learn more about apprenticeship in Alberta contact the Career Information Hotline for the apprenticeship office nearest you.
Plumber	**Apprenticeship Trades (Alberta)** Edmonton (Main) (780) 422-4266 Toll Free 1-800-661-3753	4 Years, including four 8-week in-class sessions	Most employers prefer Grade 12. Must have a minimum Alberta Grade 10 education with Math 10 or 13, Applied Math 10 or Pure Math 10 or equivalent or pass an entrance examination. Must also find an appropriate employer who is willing and able to hire and train an apprentice. To learn more about apprenticeship in Alberta contact the Career Information Hotline for the apprenticeship office nearest you.
Plumber, Pre-Employment	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	12 Weeks (360 Hours) Certificate of Achievement	Grade 9 level of education.
Sprinkler Systems Installer	**Apprenticeship Trades (Alberta)** Edmonton (Main) (780) 422-4266 Toll Free 1-800-661-3753	4 Years, including three 6-week in-class sessions	Most employers prefer Grade 12. Must have a minimum Alberta Grade 10 or equivalent or pass an entrance examination and find an appropriate employer who is willing and able to hire and train an apprentice. To learn more about apprenticeship in Alberta contact the Career Information Hotline for the apprenticeship office nearest you.

TRADES AND INDUSTRIAL TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Pipe Trades			
Steamfitter - Pipefitter	**Apprenticeship Trades (Alberta)** Edmonton (Main) (780) 422-4266 Toll Free 1-800-661-3753	4 Years, including four 8-week in-class sessions	Most employers prefer Grade 12. Must have Alberta Grade 10 with a minimum mark of 65% in Math 10 or 13, Applied Math 10 or Pure Math 10; Science 10 and English 13 or equivalent or pass the entrance examination. Must also find an appropriate employer who is willing and able to hire and train an apprentice. To learn more about apprenticeship in Alberta contact the Career Information Hotline for the apprenticeship office nearest you.
Water Management and Drilling Distance: Both Distance and Non-Distance Delivery in: Distance Delivery with on-line exams	**Red Deer College** Extension Services (403) 357-3663	1 Year Certificate of Completion	No formal admission requirements. Red Deer College offers Water Well drilling programs and Pump Installer distance delivery courses. There are also in class courses available for apprentices, national and international students. For further information e-mail Lorraine Letwiniuk at lorraine.letwiniuk@rdc.ab.ca, call (403) 342-3517 or visit our website at http://extension.rdc.ab.ca
Water Well Driller	**Apprenticeship Trades (Alberta)** Edmonton (Main) (780) 422-4266 Toll Free 1-800-661-3753	2 Years, including two 6-week in-class sessions	Most employers prefer Grade 12. Must have a minimum Alberta Grade 9 or equivalent, or pass an entrance examination, and must find an appropriate employer who is willing and able to hire and train an apprentice. To learn more about apprenticeship in Alberta contact the Career Information Hotline for the apprenticeship office nearest you.
Power Engineering - 1st & 2nd & 3rd Class			
Power Engineering - 1st Class Distance: Yes Delivery in: Print	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	Certificate	Grade 11 Mathematics or Sections 2 and 3 of Principles of Mathematics. Designed to prepare students for the Power Engineering First Class provincial exams.

TRADES AND INDUSTRIAL TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Power Engineering - 1st & 2nd & 3rd Class			
Power Engineering - 2nd Class Delivery in: Computer Managed Learning	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408	Varies (Students have 1 year per paper to complete)	Alberta 3rd Class Power Engineering Certificate. Upon successful completion, students are eligible to write the Alberta Boiler Safety Association Second Class examination providing they have acceptable in- plant experience.
Power Engineering - 2nd Class Specialization in: - Part A and Part B	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	150 Hours (Part A-I); 150 Hours (Part A-II); 24 Weeks (Part B)	Grade 10 Mathematics or equivalent, plus 3rd Class Certificate.
Power Engineering - 2nd Class (papers 1-6) Distance: Yes Delivery in: Print, Computer Managed Learning	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882	Varies (Computer Managed Learning Program)	3rd Class Provincial or Interprovincial Certificate.
Power Engineering - 3rd Class Distance: Yes Delivery in: Print, Computer Managed Learning	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882	Varies (computer-managed learning program)	4th Class Provincial or Interprovincial Certificate
Power Engineering - 3rd Class Delivery in: Computer Managed Learning or Traditional Classroom	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408	* Varies (Students have up to 1 year to complete)	Alberta 4th Class Power Engineering Certificate. Upon successful completion students are eligible to write the Alberta Boiler Safety Association Interprovincial Third Class exam providing they have acceptable in-plant experience.
Power Engineering - 3rd Class Distance: Yes Delivery in: Print, computer	**Lethbridge Community College** Distance Delivery (403) 320-3235	Certificate (Parts A & B) Eligibility to write provincial exam	4th Class Power Engineering certificate. Registration as an occasional student.

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ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Power Engineering - 1st & 2nd & 3rd Class			
Power Engineering - 3rd Class	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	10 Months Certificate	Grade 10 with 50% or better in English 10 or 13, Math 10 or 13, Physics 10 or Science 10. Students admitted in the 2000-2001 academic year had a minimum of grade 12 standing English and Math and Physics 20 or Science 20. Applicants must possess a Fourth Class Power Engineering Provincial Certificate. Requires normal colour vision.
Power Engineering - 3rd Class	**Portage College** Lac La Biche (Main) (780) 623-5580	48 Weeks Certificate (includes Part A, Part B, and Practicum)	Must have Grade 12 or equivalent including a minimum of 50% in the following: English 20 or 23, Math 20 or 23, Math 20(Applied or Pure), and Physics 20. A valid Inter-Provincial 4th Class Power Engineering Certificate (A&B). OR Must have Grade 12 or equivalent . A valid Inter-Provincial 4th Class Power Engineering Certificate(A&B) or proof that the exam were written and results are forthcoming. Successful completion of the Portage College 4th Class Power Engineering Program and a recommendation by the Program Coordinator. Recommended courses for the students are considering 2nd or 1st Class Power Engineering include a minimum of 50% in English 30 or 33, Math 30 or 33, Math 30(Applied or Pure) and Physics 30.
Power Engineering - 4th & 5th Class			
Power Engineering Specialization in: Fourth and Third Class Power Engineering (Upon completion, eligible to write the Fourth Class Interprovincial Exam. Upon successful completion of this exam, you may write the Third Class Part "A" Interprovincial Exam).	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772 Transfers to: Athabasca University	1 Year Certificate; (5 week power plant experience arranged)	If entering directly from high school, you will need a General High School Diploma including a minimum 50% in Math 20 (or applied or pure Math 20) or Math 23, and Science 20 or Physics 20 (or their equivalents). If you are a qualified applicant, you will be required to attend an information session. You will need to submit a career investigation report. You must present a valid certificate in H2S Alive, WHIMIS, Confined Space Entry and Standard First Aid prior to the first day of December in the current year.

TRADES AND INDUSTRIAL TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Power Engineering - 4th & 5th Class			
Power Engineering Distance: Both Distance and Non-Distance Delivery in: On-line and in class	**Red Deer College** Extension Services (403) 357-3663 Transfers to: Northern Alberta Institute of Technology Southern Alberta Institute of Technology	* Varies by level; Certificate of Theory Completion	No formal admission requirement. Red Deer College offers 2nd, 3rd, 4th and 5th class Power Engineering. Successful completion of these theory courses will qualify the student to write the Alberta Boilers Association exam and apply for credit towards the practical experience. For further information e-mail Lorraine Letwiniuk at lorraine.letwiniuk@rdc.ab.ca, call (403) 342-3517 or visit our website at http://extension.rdc.ab.ca
Power Engineering - 3rd Class	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	96 Hours (Part A) 96 Hours (Part B)	Part A prerequisite: Principles of Mathematics 10 or 12, or Mathematics Section 1 (SAIT correspondence course); Fourth Class Certificate or its equivalent. Part B prerequisite: PWEN-222 Power Engineering Third Class - Part A.
Power Engineering - 4th Class Distance: Yes Delivery in: Print, computer	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882	Varies (Computer Managed Learning Program)	A minimum of a "C" in Grade 11 English and Math. Adult Status is also available if you've been out of school for at least one year but admission is not automatic. Adult Status applicants must submit an application and letter outlining your education, experience and reasons for seeking admission to the program.
Power Engineering - 4th Class Delivery in: Computer Managed Learning or Traditional Classroom	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408	* Varies	High School Diploma with Math 20 or Math 20 Applied, Physics 20 or Science 20 and English 20. Upon successful completion students are eligible to write the first half of the Alberta Boiler Safety Association Interprovincial Fourth Class exam. In order to write the second part, students must be able to prove 6 months acceptable work experience.
Power Engineering - 4th Class Distance: Yes Delivery in: Print, computer	**Lethbridge Community College** Distance Delivery (403) 320-3235	Eligibility to write provincial exam	Experience or getting experience working with boilers. Registration as an occasional student.

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TRADES AND INDUSTRIAL TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Power Engineering - 4th & 5th Class			
Power Engineering - 4th Class	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	1 Year Certificate (Two 17 weeks semesters of theory and lab)	Grade 10 or equivalent with 50% in English 10 or 13, Math 10 or 13, and Physics 10 or Science 10. Requires normal colour vision. Students admitted into the 2000-2001 academic year typically had a Grade 12 standing in English and Math plus Physics 20 or Science 20. This program was oversubscribed in the 2000-2001 term.
Power Engineering - 4th Class Distance: Yes Delivery in: Distance education program using self-study, teleconferencing, and traditional methods.	**Northern Lakes College** Various Sites (780) 751-3200	6 months 4th Class Certificate	Grade 10 Math recommended. Essentials in algebra and computation; students should have mastered rules of exponents, scientific notations and calculations in previous schooling (equivalent to at least Grade 10).
Power Engineering - 4th Class Distance: Both Distance and Non-Distance	**Portage College** Lac La Biche (Main) (780) 623-5580	25 Weeks Certificate (Regular Program); 52 Weeks Certificate (Computer Managed Learning)	Must have Grade 12 or equivalent, including a minimum of 50% in English 10 or 13, Math 10 or 13, or Math 10 (Applied or Pure), and Physics 10 or Science 10.
Power Engineering - 4th Class Distance: Both Distance and Non-Distance Delivery in: Print, computer	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	216 Hours Certificate (Parts A and B)	Grade 10 with English, Mathematics and Physics or equivalent. PWEN-202 Power Engineering Fourth Class - Part A prerequisite for Part B.
Power Engineering - 5th Class Specialization in: Building Operator Distance: Yes Delivery in: Print, Computer	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882	Varies (Computer Managed Learning Program)	A minimum of a "C" in Grade 10 English and Math. Adult Status is also available if you've been out of school for at least one year but admission is not automatic. Adult Status applicants must submit an application and letter outlining your education, experience, and reasons for seeking admission to the program.
Power Engineering - 5th Class Distance: Yes Delivery in: Print, computer	**Lethbridge Community College** Distance Delivery (403) 320-3235	Eligibility to write provincial exam.	This program is intended as a preparatory course to challenge the Alberta Boiler Safety Association.

TRADES AND INDUSTRIAL TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Power Engineering - 4th & 5th Class			
Power Engineering - 5th Class	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	192 Hours	Grade 10 education. Prepares student for Provincial Fifth Class Power Engineering exam or equivalent Low Pressure Heating Plant Certificate exam.
Power Engineering Certificate Specialization in: Operating and maintaining engines and equipment in the oil, gas, power, pulp, hospitals and petrochemical industries.	**Fairview College** Peace River (780) 624-4616 Toll Free 1-888-999-4616	32 Weeks Certificate (Includes 6 weeks work experience)	Alberta high school diploma including Math 20 and Physics 20 or equivalent. Adult Status is also available if you've been out of school for at least one year but admission is not automatic. Adult Status applicants must submit an application and letter outlining your education, experience, and reasons for seeking admission to the program.
Power Engineering Technology			
Power Engineering Technology	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819	2 Years Diploma	Completion of Grade 11 with credit in Grade 11 Math, Physics and English. Preference given to those with Grade 12 Math, Physics and English.
Power Engineering Technology	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	2 Years Diploma	Alberta high school diploma or equivalent including English 30 or 33, Math 30 or a minimum of 60% in Math 33, and one of Science 30, Chemistry 30, or Physics 30. Requires normal colour vision. Applied and Pure Math streams will be accepted in place of current high school Math courses as new courses are implemented. Students admitted into the 2000-2001 academic year typically had a minimum combined average of 70% in English 30 or 33, Math 30 or 33 and a Grade 12 Science. This program was oversubscribed in the 2000-2001 term.

TRADES AND INDUSTRIAL TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Power Engineering Technology			
Power Engineering Technology Distance: Both Distance and Non-Distance Delivery in: Students unable to attend SAIT full-time for two years may wish to consider a creative learning approach called Networked Learning. This allows students to take some first and second semester courses at a distance, either through self-paced courses at any time depending on your schedule or through a paced delivery model where you will start your courses in September or January and complete them in December or April respectively.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	2 Year Diploma	Alberta High School Diploma or equivalent with at least 50% in English 30 or 33, Pure Math 30 or Applied Math 30 (33), and Science 30 or Physics 30. Upgrading please see our Pre-Careers program. In 2000, 100% of our graduates were employed within 6 to 9 months. Their starting salary range was $40,000 to $60,000 per year.
Pre-Trades			
Apprenticeship Math & Science Distance: Both Distance and Non-Distance Delivery in: In class or home-study	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669 Airdrie (403) 948-6556 Big Country Consortium (403) 823-8300 Chinook Consortium (403) 625-2766	5 Months	For clients preparing to take Apprenticeship Board's entrance examination. A variety of options available to complete apprenticeship entrance requirements.
Co-operative Trades Orientation Specialization in: Auto Body; Automotive Service Technician; Carpentry; Electrical; Heavy Equipment Technician; Motorcycle Mechanic; Partsman; Plumbing; Sheet Metal; Welding	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882	19 Weeks Certificate of Achievement	English 10 or a Grade 11 English, Math 10 or a Grade 11 Math. Adult Status is available if you've been out of school for at least one year but admission is not automatic. Adult Status applicants must submit an application and letter outlining your education, experience, and reasons for seeking admission to this program.
ESL Trades	**NorQuest College** Edmonton (Main) (780) 422-2020	27 Weeks Certificate	Applicants should have training and experience in a trade. Intermediate level of English. Personal interview.

TRADES AND INDUSTRIAL TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Pre-Trades			
Introduction to Construction Installer Trades	**NorQuest College** Edmonton (Main) (780) 422-2020	14 Weeks Certificate	Grade 9, physically fit and recommended to have own transportation. Students must be willing to overcome whatever transportation difficulties they have in meeting work experience requirements including a willingness to work shifts in order to successfully complete the program.
Mechanical and Construction Trades Preparation (M.C.T.P.)	**Keyano College** Fort McMurray (Main) (780) 791-4801 Toll Free 1-800-251-1408	24 Weeks Certificate	Minimum 18 years of age and in good physical condition. Candidates are tested for aptitude and academic ability. Grade 10 academic proficiency is required for this program. Personal interview required.
Mechanical and Construction Trades, Introduction	**NorQuest College** Edmonton (Main) (780) 422-2020	14 Weeks	50% in Grade 9 Math or 65% in General Math or GED. Physically fit.
Rail Traffic Control			
Rail Traffic Control	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	2 Year Diploma	Alberta High School Diploma or equivalent with at least 50% in Pure Math 30 or Applied Math 30 (33), and English 30 or 33. For upgrading options, please see our Pre-Careers program.
Railway Conductor	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	1 Year SAIT Certificate of Achievement	Alberta High School diploma or equivalent with at least 50% in English 30 or 33 and Pure Math 30 or Applied Math 30 (33). For upgrading options, please see our Pre-Careers program. The Conductor (CDR) program, has been designed and developed in cooperation with the railway industry under the guidance of an Industry Advisory Committee made up of representatives from railway companies in Canada.

TRADES AND INDUSTRIAL TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Safety Training (includes WHMIS & TDG)			
Safety Training Specialization in: - Air Brakes - All Terrain Vehicle (ATV) - Chainsaw Safety - Confined Space Entry - CPR Basic Rescuer/Heartsaver - H2S Alive - Standard First Aid/CPR - Transportation of Dangerous Goods - Workplace Hazardous Materials Information System (WHMIS)	**Northern Lakes College** Various Sites (780) 751-3200	Varies	Depends on program specific requirements.
Transportation Safety Director Distance: Yes Delivery in: Correspondence with one week on campus	**Red Deer College** Extension Services (403) 357-3663	* 6 Month Certificate (granted jointly by Red Deer College and the Transportation Training and Development Association)	No formal admission requirements. This program is desigend to provide the basics of safety and health for the transportation industry. Focus is on the information and skills required to become a designated health and safety representative for the transportation industry. For further information e-mail Lorraine Letwiniuk at lorraine.letwiniuk@rdc.ab.ca, call (403) 342-3517 or visit our website at http://extension.rdc.ab.ca
Transportation of Dangerous Goods	**NorQuest College** Edmonton (Main) (780) 422-2020	Varies	Contact 415-2278.
Workplace Hazardous Materials Information System (WHMIS)	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669	Varies Certificate (part-time)	None
Workplace Hazardous Materials Information System (WHMIS)	**NorQuest College** Edmonton (Main) (780) 422-2020	Varies	None
Workplace Hazardous Materials Information System (WHMIS) for the Instructor	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	24 Hours	For industry supervisors and managers.

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ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Warehousing			
Warehouse Training Specialization in: - Warehousing-Level I - Warehousing-Level II - Warehousing Technician Distance: Both Distance and Non-Distance Delivery in: Self-directed home study, scheduled classroom delivery, or through an approved delivery agent in your area.	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882	Certificate of Proficiency; each level consists of 20 modules one week each. After the successful completion of each level and required work experience, you may apply to Alberta Learning for provincial certification.	English 10 or 13, Grade 10 Math. Adult Status is also available if you've been out of school for at least one year but admission is not automatic. Adult Status applicants must submit an application and letter outlining your education, experience, and reasons for seeking admission to the program.
Warehousing	**Chinook College** Calgary (Main) (403) 777-7200	WHMIS, Forklift Operator's, Warehousing Skills Certificates	Seventeen (17) years of age or older and a Canadian citizen or landed immigrant. Basic Math and reading skills necessary.
Warehousing - Basic, Intermediate and Technician Specialization in: - Basic - Intermediate - Technician Distance: Both Distance and Non-Distance	**Designated Occupations (Alberta)** Edmonton (Main) (780) 422-4266 Toll Free 1-800-661-3753	Completion of a Warehouse Training program from Fairview College or Warehousing program from Norquest College (10-weeks)	Basic: Must have a high school transcript with a pass in Math 13, Math 10 or Applied Math 10 or Pure Math 10 or equivalent, or successfully complete an entrance exam AND be employed in the warehousing occupation. Intermediate: Must have completed the requirements for warehousing-basic, and be employed in the warehousing-intermediate branch of the occupation. Technician: Must have completed the requirements for warehousing-intermediate, and be employed in the warehousing-technician branch of the occupation.
Warehousing 1 Distance: Both Distance and Non-Distance	**NorQuest College** Edmonton (Main) (780) 422-2020	10 Weeks Certificate	18 years of age.

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Warehousing			
Warehousing 2 Distance: Both Distance and Non-Distance	**NorQuest College** Edmonton (Main) (780) 422-2020	44 Weeks Certificate	Warehouse Level 1 Certificate; 18 years of age.
Warehousing 3 Distance: Both Distance and Non-Distance	**NorQuest College** Edmonton (Main) (780) 422-2020	44 Weeks Certificate	18 years of age; Level 2 Certificate.
Welding			
Welder Distance: Both Distance and Non-Distance	**Apprenticeship Trades (Alberta)** Edmonton (Main) (780) 422-4266 Toll Free 1-800-661-3753	3 Years, including three 8-week in-class sessions	Most employers prefer Grade 12. Must have a minimum Alberta Grade 9 or equivalent, or pass an entrance examination, and must find an appropriate employer who is willing and able to hire and train an apprentice. To learn more about apprenticeship in Alberta contact the Career Information Hotline for the apprenticeship office nearest you.
Welder, "B" Pressure	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882	3 Weeks	1st Class Journeyman's ticket.
Welder, "B" Pressure	**GRB College of Welding** Edmonton (Main) (780) 436-7342	180 Hours (6 Weeks)	Student must be an Alberta Journeyman or Red Seal
Welder, Journeyman Upgrading	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882	30 Hours	2nd Class Journeyman's Certificate.
Welder, Journeyman Upgrading	**GRB College of Welding** Edmonton (Main) (780) 436-7342	180 Hours (6 Weeks)	Students must be a registered 2nd or 3rd year Apprentice or out of province equivalent.
Welder, Journeyman Upgrading	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819	8 Weeks	2nd Class Journeyman's Certificate.

TRADES AND INDUSTRIAL TRAINING

ALBERTA PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Welding			
Welder, Pre-Employment	**Lakeland College** Vermilion (780) 853-8420 Toll Free 1-800-661-6490	12 Weeks Certificate (Upon successful completion, students may challenge the first year apprenticeship examination)	Grade 9 or pass mark on Apprenticeship entrance examination.
Welder, Pre-Employment	**Portage College** Lac La Biche (Main) (780) 623-5580	22 Weeks Certificate	Proof of Grade 9 or successful Trades Entrance Exam results, or completion of AU 300 is also accepted including COMM 004, SCIE 004, and MATH 003.
Welder, Pre-Employment	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	12 Weeks (360 Hours) Certificate of Achievement	Grade 9 level of education.
Welding	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	Varies	See Calendar for individual course prerequisites. www.nait.ab.ca/coned
Welding, Beginner Gas and Arc	**GRB College of Welding** Edmonton (Main) (780) 436-7342	300 Hours (12 Weeks)	Alberta Grade 9 or equivalent
Welding, Pre-Employment	**GRB College of Welding** Edmonton (Main) (780) 436-7342	396 Hours (12 Weeks); 516 Hours (16 Weeks)	Alberta Grade 9 or equivalent.

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Writing and Publishing p. 350

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Zoology p. 672

Banff Centre

Banff Centre, The (Banff)

Standard Admission:

The Banff Centre's Arts Programs

1. Prerequisites for each program are outlined in the calendar or program listings. Admission is generally on the basis of audition or submission of a portfolio.

The Banff Centre's Leadership Programs

1. Prerequisites for each program are outlined in the program listings.

STANDARD ADMISSION REQUIREMENTS

Public Colleges

Alberta College of Art and Design (Calgary)

Standard Admission:

1. Alberta high school diploma with an minimum average of 60% on four Grade 12 subjects, including either English 30 (minimum 60%) or English 33 (minimum 65%). Applicants to the Media Arts & Digital Technologies program at second year must possess an average of at least 70% calculated on four Grade 12 subjects including English 30, Math 30 or Pure Math 30, a 30-level Science (Physics 30 is strongly recommended) and Social Studies 30 or a 30-level Fine Arts option.

2. Canadian citizens/permanent residents who have not completed high school, are 21 years of age or older, and have been out of high school for at least one year may apply if they have completed English 30 (minimum 60%), English 33 (minimum 65%) or an equivalent English course.

3. Direct Entry/Advanced Standing applicants who have completed previous fine art education equivalent to ACAD's Foundation Year at another post-secondary institution may be eligible for admission directly into the second or third year of any program offered. Consult the calendar for admission procedures for direct-entry applications.

4. All applicants are required to submit an admission art portfolio and a personal statement.

5. Applicants whose first language is not English may be required to present a score of 560 on the paper-based or 220 on the computer-based Test of English as a Foreign Language (TOEFL). Consult the calendar for English proficiency requirements.

Apprenticeship Trades (Alberta) (Edmonton)

Standard Admission:

1. Minimum educational requirements vary with specific trades. A Grade 12 education is an asset in getting hired and successfully completing an apprenticeship. 2. In some trades, applicants are required to write an entrance examination in addition to, or regardless of, educational standing.

Bow Valley College (Calgary)

Standard Admission:

1. Applicants must be 18 years of age or older or able to demonstrate to the Registrar the maturity to benefit from a selected program of study.

2. Prerequisites for each educational program are outlined in the program listings.

STANDARD ADMISSION REQUIREMENTS

Public Colleges

Fairview College (Fairview)

Standard Admission:

1. Admission requirements outlined in each program listing.

2. Adult Status is available if you've been out of school for at least one year, but admission is not automatic. Applicant to submit a letter outlining your education, experience, and reasons for seeking admission to the program.

Grande Prairie Regional College (Grande Prairie)

Standard Admission:

1. Certificate and Diploma Programs - Minimum 18 years of age with a high school diploma or equivalent OR mature student status with testing required. Specific prerequisites outlined in the program listings.

2. University Transfer - An overall average of at least 60% in five appropriate Grade 12 subjects including English 30 and a minimum of 50% in each.

3. Mature Student Status - 21 years of age, testing may be required; some upgrading may be necessary for particular program prerequisites.

Grant MacEwan College (Edmonton)

Standard Admission:

1. High school diploma or equivalent plus an appraisal of reading, writing, spelling, vocabulary and possibly mathematical skills. Specific additional admission criteria listed in college publications.

2. Mature Student Status - 18 years of age or older and out of school or working for at least one year, varies by program.

3. University Transfer - High school diploma with a minimum average of 65% in five appropriate Grade 12 subjects including English 30 and with no subject mark lower than 50%.

STANDARD ADMISSION REQUIREMENTS

Public Colleges

Keyano College (Fort Mcmurray)

Standard Admission:

1. Minimum 18 years of age OR a high school diploma. Those with less than standard admission may be considered for mature student status after testing and an interview.

2. University Transfer - High school diploma with an average of at least 60% in five appropriate Grade 12 subjects including English 30 and a mark of at least 50% in each.

3. Mature Student Status - Adult students (21 years of age and older) must have English 30 plus one other 30-level subject.

Lakeland College (Vermilion)

Standard Admission:

1. Specific entrance requirements for each educational program are outlined in the program listings. Career investigation reports, resumes, questionnaires or personal interviews are required for some programs. Unless otherwise stated, students are accepted on a "first qualified, first accepted basis."

2. Minimum 18 years of age on or before December 31 of the year of initial entry.

3. Mature Student Status - If a student is 20 years of age or older, the following program admission requirements will be waived:
High school diploma for any program;
? The English requirement for any program, providing the applicant successfully completes Lakeland College's English entrance exam;
? The math requirement for the Business Administration or Heavy Oil Operations Technician programs, providing the applicant successfully completes Lakeland College's math entrance exam. Applicants must attend an interview with the Registrar, Academic Advisor or Program Chair for consideration. If you are less than 20 years of age but older than 18 years, the high school diploma requirement will be waived. All other program admission requirements must be met.

Lethbridge Community College (Lethbridge)

Standard Admission:

1. Applications for admission to Lethbridge Community College will now be accepted on a year-round basis.

2. Admission requirements for specific programs are listed in the program descriptions for each program.

STANDARD ADMISSION REQUIREMENTS

Public Colleges

Medicine Hat College (Medicine Hat)

Standard Admission:

1. Certificate and Diploma Programs - High school diploma or mature student status.

2. University Transfer - High school diploma or equivalent with an overall average of at least 60% in five appropriate Grade 12 subjects, including English 30 and a minimum of 50% in each.

Mount Royal College (Calgary)

Standard Admission:

1. Applied Degree and University Transfer Programs - Applicants must have completed five appropriate Grade 12 subjects with an overall average of 60% and no grade below 50%. Most Applied Degree programs have additional screening criteria (testing and skills assessment, portfolios, documented volunteer experience, auditions, and/or interviews).

2. Special Admission - criteria for mature applicants (20 years of age or older) and for those who have completed at least one full year of post-secondary studies.

3. Diploma and Certificate Programs - Applicants must possess the equivalent of an Alberta high school diploma or have left high school and be 18 years of age or older. Most Diploma and Certificate Programs have additional screening criteria (testing and skills assessment, portfolios, documented volunteer experience, auditions, and/or interviews) and some require specific Grade 12 subjects.

4. Applicants lacking required Grade 12 subjects may clear these deficiencies by enrolling in appropriate academic upgrading courses offered by the College.

NorQuest College (Edmonton)

Standard Admission:

1. Prerequisites for each educational program are outlined in the program listings.

STANDARD ADMISSION REQUIREMENTS

Public Colleges

Northern Lakes College (Grouard)

Standard Admission:

1. Minimum 17 years of age.

2. Prerequisites for each educational program are outlined in the program listings at www.yourfuture.ab.ca.

3. Mature Student Status - Related work experience, interview and acceptable performance on a required aptitude and/or skills level test may be required.

Olds College (Olds)

Standard Admission:

1. Alberta High School Diploma or equivalent.
2. Check the program area for specific entrance requirements.
3. Special Student Status - Must be 18 years of age or older, may be required to meet specific program pre-requisites, students who are accepted under the Special Student status will be placed on probation for the first term, acceptance will be based on approval of the Program Coordinator and the Registrar's Office. (Note: it is recommended that all Special Student Status students take STDY 100 - College Success Skills which is offered at the end of August)

Portage College (Lac La Biche)

Standard Admission:

1. 18 years of age and out of the regular school system for at least one year or hold a high school diploma.

2. Prerequisites for each educational program are outlined in the program listings.

3. Placement assessment with an Admissions Officer is required.

Public Colleges

Red Deer College (Red Deer)

Standard Admission:

Policy on Admission to Credit Programs

- Red Deer College gives fair consideration to all those who apply for admission.

- Red Deer College has amended its admission policy to include a mechanism for dealing with admission to oversubscribed programs. This amendment will govern admission to the academic year 2003/04. It will give students an opportunity to gain admission through academic achievement while respecting the principle of open access.

- Each program has specific admission requirements. These are approved by Academic Council.

- You should apply and complete your file at the earliest possible date.

Admission Categories

Regular Student

- You are able to meet the regular admission requirements for the program. The regular admission requirements may include: suitable courses, grades and averages, tests, auditions, portfolios, or other approved criteria.

Mature Student

- You must be 19 years of age or older. You must be out of school for at least one full year before the program starts. Admission under this category is not automatic. Check the specific admission requirements for the program you want to enter.

Unclassified Student

- You may take a maximum of two courses per term without presenting documents. Prerequisites for courses must be presented.

Visiting Student

- You must present approval from another accredited institution to take a course(s) at Red Deer College. Your home institution will determine admission requirements.

- For specific admission requirements, contact the Red Deer College Access Centre at (403) 342-3400, refer to the Red Deer College Academic Calendar or visit the Red Deer College website at www.rdc.ab.ca

Admission to Extension Services Programs

Admission requirements for Extension Services offerings vary by program. For details, please call (403) 357-3663 or visit the Red Deer College Extension Services website at http://extension.rdc.ab.ca

STANDARD ADMISSION REQUIREMENTS

Private Colleges With Accredited Degree Programs

Augustana University College (Camrose)

Standard Admission:

1. Presentation of five appropriate Grade 12 subjects with an overall average of at least 60% and no grade below 50%. Four of these, including English 30 and three other "academic" subjects, must have an average of at least 60%.

2. Adult Student Status - granted to any applicant who is 21 years of age and has successfully completed English 30 with a minimum grade of 60%.

3. University and College Entrance Program (UCEP) - applicant must normally be at least 19 years of age or have attempted a Grade 12 year of study.

Canadian University College (Lacombe)

Standard Admission:

1. Regular Admission - An Alberta high school diploma with passing grades in English 30 and at least three other 30-level courses or the equivalent.

2. Transfer - The student must meet the regular admission requirements and have achieved a minimum average scholarship record of "C" on all college work attempted.

3. Probationary Admission - (for one year) An Alberta general high school diploma or the equivalent.

4. Mature Student Status - Mature students who have not obtained a high school diploma may qualify for admission by passing a college entrance examination as specified by the college.

5. Special Admission - Contact the Registrar's office for details.

Concordia University College of Alberta (Edmonton)

Standard Admission:

1. Standard Admission - Minimum overall average of 60% in five appropriate Grade 12 subjects (as specified for the various programs of study) with a minimum of 50% in each subject.

2. Special Admission - Special admission may be granted in some circumstances, such as: mature status and certain course deficiencies, etc. Students seeking information concerning special admission requirements should contact the Admissions and Financial Aid Office for details specific to their circumstances.

Private Colleges With Accredited Degree Programs

DeVry Institute of Technology-Calgary (Calgary)

Standard Admission:

1. High school diploma, a General Education Development (GED) certificate, a diploma or degree from an approved post-secondary institution or at least 19 years of age on the first day of class.
2. Successfully complete all DeVry's admission requirements and Educational Testing Service's Computerized Placement Test or submit acceptable ACT or SAT scores.
3. Non-native speakers of English and applicants from countries where English is not the primary language spoken must demonstarte English-language proficiency in accordance with DeVry's admission requirements.
4. International applicants must fulfil the Canadian Department of Employment and Immigration financial and academic documentation requirements prior to consideration for admission.
5. Interview with an Educational Representative is required.

King's University College, The (Edmonton)

Standard Admission:

1. Applicants must present five Grade 12 (Ontario OAC) courses from a specified list including English, with a minimum average of 60%.

2. Students who will be 21 years of age by September 1 of the year of entry and who do not meet specific admission requirements will be considered for admission if they have completed English 30 or its equivalent, their high school record, letters of recommendation and/or college entrance examination scores indicating the potential for success in college. These applicants may be required to write an English Supplemental Test administered by Enrolment Services. Every application for admission as a mature student is considered on its own merit.

3. Applicants to the Environmental Studies program must present in their five Grade 12 (Ontario OAC) courses; English, Math and either Biology or Chemistry. Both Biology and Chemistry are recommended.

4. In order to qualify for admission to the B.Ed. program applicants must already be in possession of an earned bachelor's degree comprising a minimum of 90 credits. The applicant must have achieved a minimum grade point average of 6 on the 9-point scale (or equivalent) for the last 60 credits of the degree. The degree must be from an accredited institution. In addition, the applicant's degree must contain courses that represent curricular breadth appropriate to a generalist elementary education orientation.

Nazarene University College (Calgary)

Standard Admission:

1. Five senior matriculation level courses including English and Mathematics or a second language, with a minimum overall average of 60% or higher on the five courses. Besides the English and Math or second language, at least one of the five courses must be from List A, and no more than two many come from List B in the NUC catalogue. Check out the NUC catalogue online at www.nuc.edu

STANDARD ADMISSION REQUIREMENTS

Private Colleges With Accredited Degree Programs

Taylor University College and Seminary (Edmonton)

Standard Admission:

1. Applicants are required to present 5 Alberta Grade 12 subjects with an overall average of 60%. Blended grades will be used whenever they are given. The minimum grade for any individual course is 50%. The subjects must meet the following group requirements:
a) English 30
b) One subject: Group A or C
c) One subject: Group A or C
d) One subject: Group A or C
e) One subject: Group A,B,C or D
Group A (Humanities): Social Studies 30, 30-level language other than English.
Group B (Fine Arts): Art 30 or 31, Commercial Art 35 A, B or C; Drama 30; Performing Arts 35 A, B or C; Music 30 or 31.
Group C (Sciences): Bio 30, Chem 30, Math 30 Pure, Math 31, Physics 30, Science 30.
Group D: Other five credit Grade 12 subjects excluding Special Projects 30.

2. Home-Based learners: NABC welcomes applications from graduates of home-based schools, and from other unaccredited and/or non-traditional secondary education programs. Each candidate who is unable to present provincially-examined matriculation subjects is evaluated personally in order to gauge their readiness for college-level studies.

3. Mature students: Applicants who are 21 years of age and have graduated from high school but who do not meet th normal admissions requirements may be considered for conditional acceptance.

Technical Institutions

Northern Alberta Institute of Technology (Edmonton)

Standard Admission:

1. Prerequisites for each educational education program are outlined in the program listings. High school diploma must include Grade 12 English.

Southern Alberta Institute of Technology (Calgary)

Standard Admission:

No standard admission; see individual program admission requirements

STANDARD ADMISSION REQUIREMENTS

Universities

Athabasca University (Athabasca)

Standard Admission:

Anyone 18 years of age or older, regardless of previous academic achievement, can apply for undergraduate studies. Student are not required to have a high-school diploma. Enrolment in some programs of study or registration in some courses, however, may require students to have specific levels of prior academic achievement.

University of Alberta (Edmonton)

Standard Admission:

1. General Degree Requirements - Presentation of five appropriate Grade 12 subjects (including English 30) with a minimum application average of 65% to 80%. Specific courses may be required for particular programs. Faculties with limited enrollments (quotas) may require higher averages. Check specific admission requirements for each program.

2. Mature Student Status - Must be 21 years old on the first day of classes of the session to which you apply, must have completed specific Alberta Grade 12 courses(or their equivalents) considered appropriate to the faculty of application, must have a mark of a least 50% in each required course and an overall average of 65%; some programs require higher grades. Consult the calendar for details.

3. Faculty Saint-Jean, University of Alberta (Edmonton) - French 30 or 31, or French Language Arts, Francais 30 (or an equivalent knowledge of French), English 30 (excluding B. Ed./B. Sc.) and three other approved 30-level subjects. Consult the calendar for further details.

4. Faculty of Extension, University of Alberta (Edmonton) - See individual course listings for specific entrance requirements.

STANDARD ADMISSION REQUIREMENTS

Universities

University of Calgary (Calgary)

Standard Admission:

1. General Requirements - Alberta Grade 12 senior matriculation or equivalent with required standing in five appropriate subjects, including English 30. An average of at least 70% is required with a minimum 50% in each subject. Some faculties require a higher average for admission, except for some departments in the Faculty of Fine Arts, which require a lower average. Check calendar for admission requirements and average for each faculty.

2. All first-year students are required to write the Effective Writing Test.

3. Applicants may also gain admission by attaining acceptable scores on verbal and mathematical scholastic aptitude tests (SAT I) and three SAT II tests OR completing a recognized transfer program at another post-secondary educational institution. Consult the current calendar for further details.

University of Lethbridge, The (Lethbridge)

Standard Admission:

1. General Requirements - English 30, three other academic, 30-level subjects and a fifth Grade 12 subject(s) (5 credits), with an overall average of 65% or better and a minimum of 50% in each. Equivalent qualifications from other provinces/countries are considered. Note that Math 30/Pure Math 30 is not required for general admission, but is a prerequisite for courses required in some programs.
2. Post-Secondary Credits - Completion of at least eight transferable semester courses; cumulative GPA for all courses of 2.00 ('C') or better.
3. Non-Matriculated Adult - Limited space is available to non-matriculated Canadians and landed immigrant/permanent residents whose qualifications do not meet the basic requirements of another admission route. Academic work, life experience and standardized test scores are considered to assess potential for post-secondary success.
4. Post-Diploma Admission - is available for post-diploma baccalaureate programs and for general admission to other programs, for graduates of approved college-diploma programs.
5. Standardized Tests - Completion of both a recognized high school diploma and appropriate College Entrance Examination Board tests (SAT or ACT).
6. Applicants whose first language is not English must satisfy the University's English Language Proficiency (ELP) requirement. ELP may be satisfied by: completion of the UofL's Advanced Level English as a Second Language for Academic Purposes (EAP) program; a TOEFL score of at least 550 (paper) or 213 (computer); an IELTS score of at least 6.0 with no band less than 5.5; a CAEL score of 60 or better; 75% or better on the English 30 Diploma exam; 80% or better in English 30 or its equivalent; or, a passing grade in an EAP program accepted by another recognized Canadian university whose ELP requirement is at least as demanding as that of the UofL. Waiver of ELP may be granted for international applicants educated in English.

Part I – Educational Programs in Alberta Contacts

Apprenticeship and Industry Training Offices

Institution/Office	Address	Phone	Fax/E-mail/Website
Bonnyville Career Development Centre	New Park Place, Box 8115 5201-44 Street Bonnyville, AB, T9N 2J4	(780) 826-4175	(780) 826-1904 AIT.Bonnyville@gov.ab.ca
Calgary Career Development Centre	7th Floor, Century Park Place 855-8th Avenue SW Calgary, AB, T2P 3P1	(403) 297-6457	(403) 297-4492 AIT.Calgary@gov.ab.ca
Calgary Canada - Alberta Service Centre	Fisher Park II 100-6712 Fisher Street SE Calgary, AB, T2H 2A7	(403) 297-3100	(403) 297-3799 AIT.Calgary@gov.ab.ca
Edmonton Career Development Centre	7th Floor, South Tower Seventh Street Plaza 10030-107th Street	(780) 427-8517	(780) 422-3734 AIT.Edmonton@gov.ab.ca
Fort McMurray Canada-Alberta Service Centre	Suite 100, Towne Centre Mall 9845-99 Avenue Grande Prairie, AB, T8V 0R3	(780) 743-7150	(780) 743-7492 AIT.FortMcMurray@gov.ab.ca
Grande Prairie Canada-Alberta Service Centre	Suite 100, Towne Centre Mall 9845-99 Avenue Grande Prairie, AB, T8V 0R3	(780) 538-5240	(780) 538-5237 AIT.GrandePrairie@gov.ab.ca
Hinton Career Development Centre	Yellowhead Building 437 Gregg Avenue Hinton, AB, T7V 1N1	(780) 865-8293	(780) 865-8269 AIT.Hinton@gov.ab.ca
Lethbridge Canada-Alberta Service Centre	Room 280, Provincial Building 200-5th Avenue South Lethbridge, AB, T1J 4C7	(403) 381-5380	(403) 381-5795 AIT.Lethbridge@gov.ab.ca
Medicine Hat Canada-Alberta Service Centre	104 Provincial Building 346-3rd Street SE Medicine Hat, AB, T1A 0G7	(403) 529-3580	(403) 529-3564 AIT.MedicineHat@gov.ab.ca
Peace River Career Development Centre	9715-100th Street Bag 900-28 Peace River, AB, T8S 1T4	(780) 624-6529	(780) 624-6476 AIT.PeaceRiver@gov.ab.ca
Red Deer Canada-Alberta Service Centre	3rd Floor, First Red Deer Place 4911-51 Street Box 302 Red Deer, AB, T4N 6V4	(403) 340-5151	(403) 340-5153 AIT.Reddeer@gov.ab.ca
Slave Lake Canada-Alberta Service Centre	Box 787, Lakeland Centre 101 Main Street SE Slave Lake, AB, T0G 2A0	(780) 849-7290	(780) 849-7356 AIT.SlaveLake@gov.ab.ca
Vermilion Career Development Centre	Box 26, 1st Floor, Provincial Bldg. 4701-52 Street Vermilion, AB, T9X 1J9	(780) 853-8150	(780) 853-8203 AIT.Vermilion@gov.ab.ca

Part I - Educational Programs in Alberta Contacts

Institution/Office	Address	Phone	Fax/E-mail/Website
Banff Centre			
Banff Centre, The	Box 1020, Tunnel Mountain Drive Banff, Alberta T1L 1H5	(403) 762-6180 (800) 565-9989	(403) 762-6345 arts_info@banffcentre.ca www.banffcentre.ca
Public Colleges			
Alberta College of Art and Design	Admission's Office, 1407 - 14 Avenue N.W. Calgary, Alberta T2N 4R3	(403) 284-7617 (800) 251-8290	(403) 284-7644 admissions@acad.ab.ca www.acad.ab.ca
Apprenticeship Trades (Alberta)	10th Floor, Commerce Place 10155 - 102 Street Edmonton, AB T5J 4L5	(780) 422-4266 (800) 661-3753	(780) 422-5319 aitinfo@aecd.gov.ab.ca www.tradesecrets.org
Bow Valley College	Registrar's Office, 332 - 6 Avenue S.E. Calgary, Alberta T2G 4S6	(403) 410-4100 (800) 428-2669	(403) 297-3765 info@bowvalleycollege.ca www.bowvalleycollege.ca
Designated Occupations (Alberta)	10th Floor, Commerce Place, 10155 - 102 Street Edmonton, AB T5J 4L5	(780) 422-4266 (800) 661-3753	(780) 422-5319 aitinfo@aecd.gov.ab.ca www.tradesecrets.org
Fairview College	Office of the Registrar, Box 3000 Fairview, Alberta T0H 1L0	(780) 835-6605 (888) 999-7882	(780) 835-6788 registrar@fairviewcollege.com www.fairviewcollege.com
Grande Prairie Regional College	Office of the Registrar, 10726 - 106 Avenue Grande Prairie, Alberta T8V 4C4	(780) 539-2944 (888) 539-4772	(780) 539-2888 student_info@gprc.ab.ca www.gprc.ab.ca

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Medicine Hat Canada-Alberta Service Centre	104 Provincial Building 346-3rd Street SE Medicine Hat, AB, T1A 0G7	(403) 529-3580	(403) 529-3564 AIT.MedicineHat@gov.ab.ca
Peace River Career Development Centre	9715-100th Street Bag 900-28 Peace River, AB, T8S 1T4	(780) 624-6529	(780) 624-6476 AIT.PeaceRiver@gov.ab.ca
Red Deer Canada-Alberta Service Centre	3rd Floor, First Red Deer Place 4911-51 Street Box 302 Red Deer, AB, T4N 6V4	(403) 340-5151	(403) 340-5153 AIT.Reddeer@gov.ab.ca
Slave Lake Canada-Alberta Service Centre	Box 787, Lakeland Centre 101 Main Street SE Slave Lake, AB, T0G 2A0	(780) 849-7290	(780) 849-7356 AIT.SlaveLake@gov.ab.ca
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Public Colleges			
Alberta College of Art and Design	Admission's Office, 1407 - 14 Avenue N.W. Calgary, Alberta T2N 4R3	(403) 284-7617 (800) 251-8290	(403) 284-7644 admissions@acad.ab.ca www.acad.ab.ca
Apprenticeship Trades (Alberta)	10th Floor, Commerce Place 10155 - 102 Street Edmonton, AB T5J 4L5	(780) 422-4266 (800) 661-3753	(780) 422-5319 aitinfo@aecd.gov.ab.ca www.tradesecrets.org
Bow Valley College	Registrar's Office, 332 - 6 Avenue S.E. Calgary, Alberta T2G 4S6	(403) 410-4100 (800) 428-2669	(403) 297-3765 info@bowvalleycollege.ca www.bowvalleycollege.ca
Designated Occupations (Alberta)	10th Floor, Commerce Place, 10155 - 102 Street Edmonton, AB T5J 4L5	(780) 422-4266 (800) 661-3753	(780) 422-5319 aitinfo@aecd.gov.ab.ca www.tradesecrets.org
Fairview College	Office of the Registrar, Box 3000 Fairview, Alberta T0H 1L0	(780) 835-6605 (888) 999-7882	(780) 835-6788 registrar@fairviewcollege.com www.fairviewcollege.com
Grande Prairie Regional College	Office of the Registrar, 10726 - 106 Avenue Grande Prairie, Alberta T8V 4C4	(780) 539-2944 (888) 539-4772	(780) 539-2888 student_info@gprc.ab.ca www.gprc.ab.ca

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Public Colleges			
Grant MacEwan College	Office of the Registrar, Box 1796, 10700 - 104 Avenue Edmonton, Alberta T5J 2P2	(780) 497-5140 (888) 497-4622	(780) 497-5001 info@macewan.ca www.macewan.ca
Keyano College	Office of the Registrar, 8115 Franklin Avenue Fort McMurray, Alberta T9H 2H7	(780) 791-4801 (800) 251-1408	(780) 791-4952 registrar@keyano.ca www.keyano.ca
Lakeland College	Office of the Registrar, 5707 - 47 Avenue West Vermilion, Alberta T9X 2B5	(780) 853-8420 (800) 661-6490	(780) 853-2955 admissions@lakelandc.ab.ca www.lakelandc.ab.ca
Lethbridge Community College	Advisors, 3000 College Drive South Lethbridge, Alberta T1K 1L6	(403) 320-3280 (800) 572-0103	(403) 317-3503 advising@lethbridgecollege.ab.ca www.lethbridgecollege.ab.ca
Medicine Hat College	Student Services, 299 College Drive S.E. Medicine Hat, Alberta T1A 3Y6	(403) 529-3819	(403) 504-3521 info@acd.mhc.ab.ca www.mhc.ab.ca
Mount Royal College	Office of the Registrar, 4825 Richard Road S.W. Calgary, Alberta T3E 6K6	(403) 240-0148	(403) 240-6740 admissions@mtroyal.ca www.mtroyal.ca
NorQuest College	Information Centre, 10215 - 108 Street Edmonton, AB T5J 1L6	(780) 422-2020	(780) 427-4211 info@norquest.ab.ca www.norquest.ab.ca
Northern Lakes College	Office of the Registrar, Grouard Campus-Bag 3000 Grouard, Alberta T0G 1C0	(866) 652-3456	(780) 849-2570 registrar@yourfuture.ab.ca www.yourfuture.ab.ca

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Part I - Educational Programs in Alberta Contacts

Institution/Office	Address	Phone		Fax/E-mail/Website
Public Colleges				
Olds College	Office of the Registrar, 4500 - 50 Street Olds, AB T4H 1R6	(403) 556-8281 (800) 661-6537		(403) 556-4711 info@admin.oldscollege.ab.ca www.oldscollege.ab.ca
Portage College	Admissions, P. O. Box 417, 9531 - 94 Avenue Lac La Biche, Alberta T0A 2C0	(780) 623-5580		(780) 623-5519 info@portagec.ab.ca www.portagec.ab.ca
Red Deer College	Access Centre, Box 5005 Red Deer, AB T4N 5H5	(403) 342-3400 (888) 732-4630		(403) 340-8940 inquire@rdc.ab.ca www.rdc.ab.ca
Private Colleges With Accredited Degree Programs				
Augustana University College	Admissions, 4901 - 46 Avenue Camrose, Alberta T4V 2R3	(780) 679-1100 (800) 661-8714		(780) 679-1129 admissions@augustana.ab.ca www.augustana.ab.ca
Canadian University College	Admissions, 235 College Avenue Lacombe, Alberta T4L 2E5	(403) 782-3381 (800) 661-8129	Ext 4142	(403) 782-2455 admissions@cauc.ab.ca www.cauc.ca
Concordia University College of Alberta	Admissions, 7128 Ada Boulevard Edmonton, Alberta T5B 4E4	(780) 479-9220 (866) 479-5200		(780) 474-1933 admits@concordia.ab.ca www.concordia.ab.ca
DeVry Institute of Technology-Calgary	2700 - 3 Avenue S.E. Calgary, Alberta T2A 7W4	(403) 235-5400 (800) 363-5558	 Ext 3161	(403) 207-6232 devryinfo@cal.devry.ca www.cal.devry.ca

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Part I - Educational Programs in Alberta Contacts

Institution/Office	Address	Phone	Fax/E-mail/Website
Private Colleges With Accredited Degree Programs			
King's University College, The	Enrolment Services, 9125 - 50 Street Edmonton, Alberta T6B 2H3	(780) 465-8334 (800) 661-8582	(780) 465-3534 admissions@kingsU.ca www.kingsU.ca
Nazarene University College	Recruitment Office, 610, 833 - 4 Avenue, SW Calgary, Alberta T2P 3T5	(403) 571-2550 Ext 231	(403) 571-2556 recruitment@nuc.edu www.nuc.edu
Taylor University College and Seminary	11525 - 23 Avenue Edmonton, Alberta T6J 4T3	(780) 431-5200 (800) 567-4988	(780) 436-9416 admissions@taylor-edu.ca www.taylor-edu.ca
Technical Institutions			
Northern Alberta Institute of Technology	Office of the Registrar, 11762 - 106 Street Edmonton, Alberta T5G 2R1	(780) 471-6248 (800) 661-4077	(780) 471-8490 registrar@nait.ab.ca www.nait.ab.ca
Southern Alberta Institute of Technology	Customer Services, 1301 - 16 Avenue NW Calgary, Alberta T2M 0L4	(403) 284-7248 (877) 284-7248	(403) 284-7112 registrar@sait.ca www.sait.ca
Universities			
Athabasca University	Office of the Registrar, 1 University Drive Athabasca, Alberta T9S 3A3	(780) 675-6100 (800) 788-9041	(780) 675-6437 www.askau.ca www.athabascau.ca
University of Alberta	Office of the Registrar and Student Awards, 201 Administration Building Edmonton, Alberta T6G 2M7	(780) 492-3113	(780) 492-7172 registrar@ualberta.ca www.registrar.ualberta.ca

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Part I - Educational Programs in Alberta Contacts

Institution/Office	Address	Phone	Fax/E-mail/Website
Universities			
University of Calgary	Office of the Registrar, 2500 University Drive N.W. Calgary, Alberta T2N 1N4	(403) 220-6645	(403) 220-0762 applinfo@ucalgary.ca www.ucalgary.ca
University of Lethbridge, The	Information Centre, 4401 University Drive Lethbridge, AB T1K 3M4	(403) 320-5700	(403) 329-5159 Inquiries@uleth.ca www.uleth.ca
Private Colleges/Institutions			
"A" Driving School*	3412 - 3 Avenue NW Calgary, ALBERTA T2N 0M2	(403) 283-0077	(403) 283-8666 flemmer@defensivedriving.com www.defensivedriving.com
AB Dog Grooming School*	5009 - 50 Avenue Leduc, ALBERTA T9E 6V9	(780) 986-8182	(780) 986-8182 abdog@connect.ab.ca www.connect.ab.ca/~abdog
ABC Defensive Driving School	#201, 7608 - 103 Street Edmonton, AB T6E 4Z8	(780) 448-1599	
ABC Driving Academy Ltd.	#001, 117 - 17 Avenue N.E. Calgary, AB T2E 1L7	(403) 276-3938	
ATSAFETY Services Inc.	#172, 2833 Broadmoor Boulevard Sherwood Park, AB T8H 2H3	(780) 417-3777	
Academy of Learning, Airdrie*	Box 3072 Bay 16, 400 Main Street Airdrie, ALBERTA T4B 1A0	(403) 912-3430	(403) 912-3433 aolaird@cadvision.com

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Part I - Educational Programs in Alberta Contacts

Institution/Office	Address	Phone	Fax/E-mail/Website
Private Colleges/Institutions			
Academy of Learning, Calgary N.E.*	160, 495 - 36 Street NE Calgary, ALBERTA T2A 6K3	(403) 569-8973	(403) 569-1085 aolcgyne@cadvision.com
Academy of Learning, Calgary N.W.*	271, 1632 - 14 Avenue N.W. Calgary, ALBERTA T2N 1M7	(403) 282-5166	(403) 282-5275
Academy of Learning, Calgary South*	213, 5809 MacLeod Trail South Calgary, ALBERTA T2H 0J9	(403) 252-8973	(403) 252-8993 cgysaol@cadvision.com
Academy of Learning, Edmonton Downtown*	Box 100, Edmonton Centre #301, 10205 - 101 Street Edmonton, ALBERTA T5J 4H5	(780) 424-1144	(780) 423-8962 main@academyol.ab.ca
Academy of Learning, Edmonton NW*	#1434, 8882 - 170 Street Edmonton, ALBERTA T5T 4M2	(780) 496-9428	(780) 944-9341 main@academyol.ab.ca www.academyol.com
Academy of Learning, Edmonton South*	9880 - 63 Avenue Edmonton, ALBERTA T6E 0G6	(780) 433-1717	(780) 436-1111 edmsouth@accessweb.com
Academy of Learning, High River*	#2, 28 - 12 Avenue S.E. High River, ALBERTA T1V 1T2	(403) 652-2116	(403) 652-1492
Academy of Learning, Lethbridge*	200 - 410 Stafford Drive S. Lethbridge, AB T1J 2L2	(403) 329-3244	(403) 328-4371

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Part I - Educational Programs in Alberta Contacts

Institution/Office	Address	Phone	Fax/E-mail/Website
Private Colleges/Institutions			
Academy of Learning, Medicine Hat*	#10 - 3295 Dunmore Road S.E. Medicine Hat, AB T1B 3R2	(403) 526-5833	(403) 526-4376 aolhat@telusplanet.net
Academy of Learning, Red Deer*	7, 4946 - 53 Avenue Red Deer, ALBERTA T4N 5J9	(403) 347-6676	(403) 347-9097
Academy of Professional Driving Ltd.	805 - 11 Avenue S.E. High River, ALBERTA T1V 1M5	(403) 652-3485	(403) 938-4158
Academy of Professional Hair Design Ltd.*	4929 - 49 Street Red Deer, Alberta T4N 1Z1	(403) 347-2018	(403) 347-7496
Ace Driving School Inc.	9712-182 Street NW Edmonton, AB T5T 3T9	(780) 486-5090	
Adventure Aviation Inc.	10028 87 Avenue, Grande Prairie Regional Airport Grande Prairie, Alberta T8V 0B4	(780) 539-6968	(780) 532-9661 info@adventureaviation.ca www.adventureaviation.ca
Airdrie Driving School	Box 3880 120 Albert Street S.E. Airdrie, AB T4B 2B9	(403) 948-2120	(403) 948-2120 airdriedrivingschool@home.com www.members.home.net/airdriedriv ingschool
Alberta Academy of Aesthetics*	210, 10403 - 172 Street Edmonton, AB T5S 1K9	(780) 486-7201	(780) 486-7504

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Part I - Educational Programs in Alberta Contacts

Institution/Office	Address	Phone	Fax/E-mail/Website
Private Colleges/Institutions			
Alberta Agriculture, Food & Rural Development	Green Certificate Program Room 201, 7000 - 113 Street Edmonton, AB T6H 5T6	(780) 427-4309	(780) 422-7755
Alberta Big Rig Driver Education - Edmonton North*	7915 - 127 Avenue Edmonton, ALBERTA T5C 1R9	(780) 496-9416	(780) 476-1962 bigrig@oanet.com www.albertabigrig.com
Alberta Big Rig Driver Education - Edmonton South*	9818 - 44 Avenue Edmonton, ALBERTA T6E 5E5	(780) 496-9433	(780) 496-9455 bigrig@oanet.com www.albertabigrig.com
Alberta Big Rig Driver Education - Fort McMurray*	10117 King Street Fort McMurray, T9H 3J1	(780) 714-3508	(780) 790-1005
Alberta Career Computer Center Inc.*	10301 - 109 Street Edmonton, ALBERTA T5J 1N4	(780) 488-1270	(780) 488-3936 info@accc-iti.ab.ca
Alberta College of Acupuncture & Traditional Chinese Medicine*	Market Mall Professional Centre #125, 4935 - 40th Avenue, NW Calgary, AB T3A 2N1	(403) 286-8788	(403) 247-4648 acatcm@cadvision.com
Alberta Distance Learning Centre	Student Services Box 4000 Barrhead, Alberta T7N 1P4	(780) 674-5333	(780) 674-7593

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Part I - Educational Programs in Alberta Contacts

Institution/Office	Address	Phone	Fax/E-mail/Website
Private Colleges/Institutions			
Alberta Institute of Driving Instructors	11307-95 Street NW Edmonton, AB T5G 1L2	(780) 474-3485	
Alberta Institute of Massage*	7644 Gaetz Avenue Red Deer, ALBERTA T4P 2A8	(403) 346-1018	(403) 346-0606
Alberta Motor Association	11220 - 109 Street Edmonton, AB T5G 2T6	(780) 474-8620	
Alberta Professional Driving School Ltd.	#22 3434 - 34 Avenue N.E. Calgary, AB T1Y 6X3	(403) 250-8800	
Alberta Safe Driving School	3931 - 28 Street NW Edmonton, AB T6T 1L8	(780) 413-4567	
Alberta Safety Council	4831 - 93 Avenue Edmonton, AB T6B 3A2	(780) 428-7555 (800) 301-6407	(780) 462-7318 asc@safetycouncil.ab.ca www.safetycouncil.ab.ca/
Alberta Technical Institute of Electrology*	Unit 209A 47 Athabascan Avenue Sherwood Park, ALBERTA T8A 4H3	(780) 417-3230	(780) 417-3230 altaelectrology@home.com
Alberta Transport Driving School	5717- 94A Street Edmonton, AB T6E 4Z1	(780) 414-0303	(780) 461-4419

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Part I - Educational Programs in Alberta Contacts

Institution/Office	Address	Phone	Fax/E-mail/Website
Private Colleges/Institutions			
Alberta Transport Training Academy	12019 - 160 STREET Edmonton, ALBERTA T5V 1G7		ATTA@telusplanet.net
Alliance Training Group - Calgary*	6324 - 10th Street S.E. Calgary, AB T2H 2K7	(403) 255-0743 (888) 844-0609	(403) 255-0700 alliance@telusplanet.com
Allstar Driving School	8258 - 118 Avenue Edmonton, AB T5B 0S3	(780) 474-3679	vjuneja@sprint.ca
Anderson Career Training Institute*	Suite 201, 17704 - 103 Avenue Edmonton, AB T5S 1J9	(780) 944-0909 (877) 344-3170	(780) 944-4656
Applied Multimedia Training Centres*	Room 200, 7015 Macleod Trail S.W. Calgary, AB T2H 2K6	(403) 571-4700 (800) 717-4112	(403) 571-4709 info@applied-mulitmedia.com www.applied-multimedia.com
Art's Driver Education	10927 - 166 A Street Edmonton, AB T5P 3V4	(780) 489-3092	
Auctioneering College of Canada*	Saxony Motor Hotel, 15540 Stony Plain Road Edmonton, ALBERTA T5P 3Z2	(780) 453-6964 (888) 453-6964	(780) 454-5707
Aurora Driver Education	#2, 9842 - 149 Street, N.W. Edmonton, AB T5P 1K4	(780) 481-9934	(780) 486-2913 lroach@telusplanet.net

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Part I - Educational Programs in Alberta Contacts

Institution/Office	Address	Phone	Fax/E-mail/Website
Private Colleges/Institutions			
B.R.F. Driver Training Services	5958 35 Street S.E. Calgary, AB T2C 2G3	(403) 234-7872	(403) 243-7878 katken@compaq.net
Bar XH Air Inc.*	49 VISCOUNT AVENUE SW Medicine Hat Airport Medicine Hat, ALBERTA T1A 5G4	(403) 527-3328	(403) 527-4721 contact-us@barxh.com www.barxh.com
Beauty Tech Esthetic School*	2nd Floor, Plaza 66, 12728 - 66 Street Edmonton, ALBERTA T5C 0A3	(780) 944-9398	(780) 944-9398
Bighorn Helicopters Flight School*	402A Otter Bay Calgary, Alberta T3Z 3S6	(403) 286-7186	bighorn@cyberlink.bc.ca www.bighorn.ca
Black Dog Professional Driver Education	154, 26 Strathmore Drive Road King Truck Stop Edmonton, AB T8H 2B6	(780) 449-4541	(780) 916-0904 dwiersma@telusplanet.net
Blue Quills First Nations College*	P.O. Box 279 St. Paul, AB T0A 3A0	(780) 645-4455	(780) 645-5215 bluequil@telusplanet.net
Briggs Driver Education School	R.R. #4, Box 107 Edmonton, AB T5E 5S7	(780) 473-7670	(780) 476-0483 briggssafety@compusmart.ab.ca
Business Career College, The*	10124 - 101 Avenue Grande Prairie, ALBERTA T8V 0Y2	(877) 532-5999	(780) 532-5989 career@telusplanet.net www.business-career.com/

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Part I - Educational Programs in Alberta Contacts

Institution/Office	**Address**	**Phone**	**Fax/E-mail/Website**
Private Colleges/Institutions			
CADschool*	Suite 103, West Chambers Building, 12220 Stony Plain Road Edmonton, Alberta T5N 3Y4	(780) 414-0200	(780) 414-0201 info@cadschool.com
CCA Truck Driver Training Ltd.*	6262 - 6A Street S.E. Calgary, Alberta T2H 2B7	(403) 253-3004	(403) 252-5061
CDI College of Business and Technology, Calgary North*	805 Manning Road N.E. Calgary, ALBERTA T2E 7M8	(403) 571-8585 (888) 974-3234	(403) 571-8599
CDI College of Business and Technology, Calgary South*	102 South, Heritage Square, 8500 Macleod Trail S.E. Calgary, ALBERTA T2H 2N1	(403) 974-8585 (888) 974-3234	(403) 974-8588
CDI College of Business and Technology, Edmonton Millgate*	8615 - 51 Avenue Edmonton, ALBERTA T6E 6A8	(780) 463-7900 (888) 874-3234	(780) 463-7909 colleen.starchuk@cdi.ca www.cdieducation.com
CDI College of Business and Technology, Edmonton North*	Unit 2068 Northgate Centre 9499 - 137 Avenue NW Edmonton, ALBERTA T5E 5R8	(780) 478-7900	(780) 473-5041
CDI College of Business and Technology, Edmonton West*	#2482 Europa Blvd, WEM 8882 - 170 Street Edmonton, ALBERTA T5T 4M2	(780) 481-7900	(780) 489-7900

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Part I - Educational Programs in Alberta Contacts

Institution/Office	Address	Phone	Fax/E-mail/Website
Private Colleges/Institutions			
CDI Corporate Education Services - Calgary*	Suite 260, Northgate Prof. Center, 495 - 36 Street N.E. Calgary, AB T2A 6K3	(403) 250-8686	(403) 250-9348
CDI Corporate Education Services - Edmonton*	Suite 1100, College Plaza, 8215 - 112 Street Edmonton, AB T6G 2C8	(780) 434-3800	(780) 434-6066
Calgary Central College*	Dr. Henry Huang Wing, Holy Cross Centre, 2204 - 2nd Street S.W. Calgary, ALBERTA T2S 3C3	(403) 243-5966	(403) 243-5991
Calgary College of Swedish Relaxation Massage*	U of Calgary, Faculty Of Physical Education, 2500 University Drive N.W. Calgary, ALBERTA T2N 1N4	(403) 251-1186	(403) 288-0114
Calgary Flight Training Centre Inc.*	Calgary International Airport, #2, 820 Mctavish Road N.E. Calgary, AB T2E 7G6	(403) 291-9393	(403) 291-2989 cftc@cadvision.com www.calgaryflight.com
Calgary Flying Club	155 A MacLaurin Drive Calgary, Alberta T3Z 3S4	(403) 288-8831	(403) 286-9763 fly@calgaryflyingclub.com www.calgaryflyingclub.com
Cameron Driver Education Ltd., Edmonton South*	2937 - 101 Street Edmonton, ALBERTA T6N 1A7	(780) 413-0333	(780) 468-2543

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Part I - Educational Programs in Alberta Contacts

Institution/Office	Address	Phone	Fax/E-mail/Website
Private Colleges/Institutions			
Cameron Driver Education Ltd., Edmonton West*	15879 - 116 Avenue Edmonton, ALBERTA T5M 3W1	(780) 413-1797 (800) 661-7031	(780) 451-8157
Cameron Driver Education Ltd., Grande Prairie*	Bay F, 11473 - 97 Avenue Grande Prairie, ALBERTA T8V 5R8	(800) 387-5106	(780) 539-5918
Cameron Driver Education Ltd., Red Deer*	Bay 8, 7439 - 49 Ave. Crec. Red Deer, ALBERTA T4P 1X6	(888) 343-4711	(403) 341-4716
Campbell College Ltd.*	101, Stanley Building #2, 11748 Kingway Avenue Edmonton, ALBERTA T5G 0X5	(780) 448-1850	(780) 447-5902
Camrose Flight Center	Box 1888 Camrose, AB T4V 1X8	(780) 672-1810	(780) 672-1810 camflite@cable-lynx.net
Canadian Avalanche Association Training Schools*	Lake Louise Inn P.O. Box 209, 210 Village Rd. Lake Louise, ALBERTA T0L 1E0	(250) 837-2435	canav@avalanche.ca www.avalanche.ca
Canadian Driving School	10014 - 109 Street Edmonton, AB T5J 1M4	(780) 424-9543	
Canadian Flight Training Centre Inc., Springbank Airport	Box 15, Site 16, R.R.#2 Springbank Airport Calgary, Alberta T2P 2G5	(403) 247-2799	(403) 247-2753

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Part I - Educational Programs in Alberta Contacts

Institution/Office	Address	Phone	Fax/E-mail/Website
Private Colleges/Institutions			
Canadian School of Modern Broadcasting*	#222, 10130 - 103 Street Edmonton, ALBERTA T5J 3N9	(780) 429-1601	(780) 425-4317
Capilano Truck Driver Training Institute, South Edmonton*	4715 - 92 Avenue Edmonton, ALBERTA T6B 2V4	(780) 463-9664	(780) 469-1920
Career Blazers Learning Centre*	Unit 135, 10233 Elbow Drive SW Calgary, AB T2W 1E9	(403) 253-8099	(403) 253-8895 careerblazers@ezpost.com
Career College, The - Calgary*	200, 206 - 7 Avenue, S.W. Calgary, ALBERTA T2P 0W7	(403) 266-0966 (800) 332-1404	(403) 265-7679
Career College, The - Edmonton*	Box 30, 9939 Jasper Avenue Edmonton, ALBERTA T5J 2W8	(780) 424-6650 (800) 282-9917	(780) 425-3263 edmcar02@telusplanet.net www.careercollegebus.com
Careers In Transition Inc.*	#400, 10050 - 112 Street Edmonton, ALBERTA T5K 2J1	(780) 496-9220	(780) 496-7625
Centennial Flight Centre Ltd.*	Bldg. #15, 25 Airport Road Edmonton, ALBERTA T5G 0W6	(780) 451-4951	info@centennial.ca www.centennial.ca
Chinook College	2519 Richmond Road S.W. Calgary, Alberta T3E 4M2	(403) 777-7200	(403) 777-7889 chinookcollege@cbe.ab.ca www.chinookcollege.com

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Institution/Office	Address	Phone	Fax/E-mail/Website
Private Colleges/Institutions			
Chinook Driving Academy Ltd.	220, 11625 Elbow Drive S.W. Calgary, AB T2W 1G8	(403) 281-8050	
Class 1 Driving School Ltd. - Lethbridge*	3225 - 24 AVENUE NORTH Lethbridge, ALBERTA T1H 5G2	(403) 327-3144	(403) 327-7799
Class 1 Driving School Ltd. - Medicine Hat*	2319B - 10 Avenue S.W. Medicine Hat, ALBERTA T1A 8G2	(403) 527-4958	(403) 527-2290
Cold Lake Aviation Services Ltd.	PO Box 810 Cold Lake Regional Airport Cold Lake, AB T9M 1P2	(780) 639-3049	
Columbia College*	802, 803 & 805 Manning Road, NE Calgary, AB T2E 7N8	(403) 235-9300 (888) 235-9370	(403) 272-3805 columbia@columbia.ab.ca www.columbia.ab.ca
Community Care Educational Centre Inc.*	#8, 4946 - 53 Avenue Red Deer, AB T4N 5J9	(403) 342-1500	(403) 347-4486
Cooking Lake Aviation Academy Inc.	C/O #25, 52063 Range Road 225 Sherwood Park, AB T8C 1C3	(780) 922-2802	(780) 922-2872 ohewitt@aviationacademy.net www.aviationacademy.net
Cross Cancer Institute	11560 University Avenue Edmonton, AB T6G 1Z2	(780) 432-8388	(780) 432-8390

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Part I - Educational Programs in Alberta Contacts

Institution/Office	Address	Phone	Fax/E-mail/Website
Private Colleges/Institutions			
Delmar College of Hair Design Ltd.*	2nd Floor, Alberta Place 1520 - 4th Street S.W. Calgary, ALBERTA T2R 1H5	(403) 264-8055	(403) 264-8050
Delta Driving School Ltd.	#146, 3132 - 26 Street N.E. Calgary, AB T1Y 6Z1	(403) 735-6108	(403) 735-6132
Designs for Excellence Educational Institute Inc.*	508, 9945 - 50 Street Edmonton, ALBERTA T6A 0L4	(780) 496-7478	(780) 462-9142
DevStudios*	#450, 10104 - 103 Avenue Edmonton, Alberta T5J 0H8	(780) 423-0300	(780) 423-4711 info@devstudios.com http://www.devstudios.com/
E-Z Air Helicopter Training Inc.*	Suite 203, 63 Airport Road, City Centre Airport Edmonton, ALBERTA T5G 0W6	(780) 453-2085	(780) 453-2080 ezairinc@connect.ab.ca www.e-zair.com
Eagle Spirit Driver Education Ltd.*	SE-28-TSP-60-1-4 Resources Bldg. Elizabeth Settlement, Box 959 Cold Lake, Alberta T9M 1P2	(780) 594-4176 (888) 594-4176	(780) 594-4176
Edmonton College of Swedish Relaxation Massage Inc.*	290 Kaska Road Sherwood Park, AB T8A 4G7	(780) 464-8548	

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Institution/Office	Address	Phone	Fax/E-mail/Website
Private Colleges/Institutions			
Edmonton Flying Club*	Bldg. 18, 49 Airport Road Edmonton, ALBERTA T5G 0W6	(780) 454-4531	
Edmonton Safety Council	4831 - 93 Avenue Edmonton, AB T6B 3A2	(780) 462-7300 (800) 301-6407	(780) 462-7318 asc@safetycouncil.ab.ca www.safetycouncil.ab.ca/
Ervin Aviation Enterprises Ltd.	Box 37 Site 240 R.R. #2, Ponoka Airport Stony Plain, Alberta T7Z 1K2	(403) 318-4643	(403) 783-4617 parrair@telusplanet.net
Est-Elle Academy of Hair Design Ltd. - Edmonton*	10469 - 80 Avenue Edmonton, ALBERTA T6E 1V1	(780) 432-7577 (888) 432-8828	(780) 433-4799 info@est-elle.ab.ca www.est-elle.ab.ca
Executive School of Bartending*	Westgate Hotel, 3440 Bow Trail S.W. Calgary, Alberta T3C 2E6	(403) 286-2673	(403) 240-2348
Fine Art Bartending School - Calgary*	707 Barlow Trail S.E. Calgary, Alberta T2E 8C2	(403) 209-0977	(250) 860-0098
Fine Art Bartending School - Edmonton*	100, 10507 - 81 Avenue Edmonton, Alberta T6E 1X7	(780) 439-7963	(780) 431-0596
Foothills College of Massage Therapy Inc.*	400, 7330 Fisher Street, SE Calgary, ALBERTA T2H 2H8	(403) 255-4445	(403) 255-4074

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Part I - Educational Programs in Alberta Contacts

Institution/Office	Address	Phone	Fax/E-mail/Website
Private Colleges/Institutions			
Foothills Driver Education, Calgary	4600 Bowness Road N.W. Calgary, AB T3B 0B3	(403) 288-8988	(403) 286-0915
GP Learning Technologies*	Grant MacEwan College, Computer Training Centre Business Outreach 10700 - 104 Avenue Edmonton, AB T5J 4S2	(780) 429-7579	(780) 426-7093 mkazeil@genphysics.com www.gpworldwide.com
GRB College of Welding*	9712 - 54 Avenue Edmonton, ALBERTA T6E 0A9	(780) 436-7342	(780) 436-7344 grb@grbwelding.com
Gardner College - A Centre for Christian Studies*	4707 - 56 Street Camrose, ALBERTA T4V 2C4	(780) 672-0171 (800) 672-5755	info@gardnercolleg.org www.cable-lynx.net/~gardnerc/
Geolor Enterprises	1237 - 5 Avenue Wainwright, AB T9W 1G6	(780) 842-4153	
Golden Arrow Driver Education Ltd.	12004 - 163 Street Edmonton, AB T5V 1H5	(780) 447-2445	(780) 447-2009 gadriver@telusplanet.net
Great International Flight Training	Box 98 R.R. 1 Site 2 St. Albert, AB T8N 1M8	(780) 460-8693	(780) 458-9863 tailwhel@telusplanet.net

* Institutions offering programs licensed through the Private Institutions Branch of Alberta Learning, are indicated by an asterisk.

Part I - Educational Programs in Alberta Contacts

Institution/Office	Address	Phone	Fax/E-mail/Website
Private Colleges/Institutions			
Great Slave Helicopters Flight Training Centre*	St. Albert Airport Box 5, Site 6, R.R. 1 St. Albert, ALBERTA T8N 1M8	(780) 458-6811	(780) 458-7311
HCC Computer Training Center & Computer Career College*	306 Wesgrove Professional Building, 131 - 1st Avenue Spruce Grove, ALBERTA T7X 2Z8	(780) 960-9499	(780) 960-5250 hcc1@connect.ab.ca
High River Flight Centre Ltd.	High River Municipal Airport Box 5337 High River, Alberta T1V 1M5	(403) 652-3444	(403) 601-0937 hrfc@aviationab.com www.aviationab.com
Hilltop Security Academy - Calgary*	Suite 1106, 910 - 7th Avenue S.W. Calgary, AB T2P 3N8	(403) 290-1010	(403) 290-1020
Hilltop Security Academy - Edmonton*	Suite 610, Capital Place, 9707 - 110 Street Edmonton, AB T5K 2L9	(780) 452-1010	(780) 452-1313
Infogem Institute of Technology*	Suite 200, Elveden Centre 717 - 7th Avenue S.W. Calgary, ALBERTA T2P 0Z3	(403) 537-5888	(403) 537-5885
International Academy of Esthetics*	11, 2016 SHERWOOD DRIVE Sherwood Park, ALBERTA T8A 3X5	(780) 449-1225 (800) 352-4383	(780) 467-1481

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Part I - Educational Programs in Alberta Contacts

Institution/Office	Address	Phone	Fax/E-mail/Website
Private Colleges/Institutions			
International School of Auctioneering*	13, 7428 - 49 Avenue Red Deer, ALBERTA T4P 1M2	(403) 342-2514	auction@cnnet.com
KDM Dental College International Inc. - Calgary*	#520, 940 - 6 Avenue, S.W. Calgary, Alberta T2P 3T1	(403) 264-2744 (800) 463-9201	(403) 264-2757
KDM Dental College International Inc. - Edmonton*	2101 Bell Tower, 10104 - 103 Avenue Edmonton, ALBERTA T5J 0H8	(780) 423-6863 (800) 463-9201	(780) 423-6892
Kewetin Flight Training Centre Inc.	Box 584 Ft. Vermilion, Alberta T0H 1N0	(780) 927-4630	(780) 927-3667
L.A. School of Hair Design (1989) Ltd.*	311 - 8 Street, South Lethbridge, ALBERTA T1J 2J5	(403) 320-2228	
LFC Flight Centre (2000) Inc.*	LETHBRIDGE COUNTY AIRPORT Lethbridge, AB T1J 4K7		
Lakeland Driving School & Red Deer Driving School	PO Box 302 Red Deer, AB T4N 5E9	(780) 342-2344	
Life Skills Training Centre (Canada) Ltd. - Edmonton*	#414, 10310 - 102 Avenue Edmonton, ALBERTA T5J 2X6	(780) 424-3843 (888) 535-2888	(780) 426-7196

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Part I - Educational Programs in Alberta Contacts

Institution/Office	Address	Phone	Fax/E-mail/Website
Private Colleges/Institutions			
Lloyd Air 2000 Ltd.*	Box 186 Lloydminster Airport Lloydminster, ALBERTA S9V 0Y1	(780) 875-2009	(780) 875-2070
Mann Career Training Ltd.*	828 - 20 Street, Spruce View, AB T0M 1V0	(403) 728-0029	(403) 728-0029
MarTech College*	601 BAKER CENTRE 10025 - 106 STREET Edmonton, ALBERTA T5J 1G4	(780) 424-2103	(780) 424-4582
Marvel College, Calgary*	1023 - 7th Avenue, S.W. Calgary, ALBERTA T2P 1A8	(403) 290-0051	(403) 269-3359
Marvel College, Edmonton*	10018 - 106 Street Edmonton, ALBERTA T5J 1G1	(780) 429-4407 (800) 661-5263	(780) 424-9588 info@marvelcollege.com www.marvelcollege.com
Marvel College, Red Deer*	5008 - 50 Street Red Deer, ALBERTA T4N 1Y3	(403) 342-1110	(403) 342-5210
Maskwachees Cultural College - Hobbema*	Box 360 Hobbema, Alberta T0C 1N0	(780) 585-3925	(780) 585-2080 mcc@wtc.ab.ca www.maskwachees.ab.ca/maskwach.htm
Master's School of Hair Design*	634 - 2nd Street S.E. Medicine Hat, ALBERTA T1A 0C9	(403) 527-6822	(403) 527-4151

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Part I - Educational Programs in Alberta Contacts

Institution/Office	**Address**	**Phone**	**Fax/E-mail/Website**
Private Colleges/Institutions			
Mayfair Business College*	3rd Floor, 9804 - 100 Avenue Grande Prairie, ALBERTA T8V 0T8	(780) 539-5090	(780) 539-7089
McMurray Aviation	Site 1, Box 5, R.R. 1 Fort McMurray, Alberta T9H 5B4	(780) 791-2182	(780) 790-2364 mcmaviat@ccinet.ab.ca
Media Classroom*	60, 10601 Southport Road S.W. Calgary, ALBERTA T2W 3M6	(403) 531-4026	(403) 531-0955
Metro Community College	#100, 10310 - 102 Avenue Edmonton, Alberta T5J 5A2	(780) 428-1111 (877) 202-2003	(780) 428-1112 metro@epsb.ca www.metrocommunitycollege.ca
MicroAge Learning Centre*	Devry Campus 2700 - 3rd Avenue S.E. Calgary, AB T2A 7W4	(403) 234-7067	
Mike's Driver Education Ltd.*	12827 - 53 Street Edmonton, ALBERTA T5A 2G7	(780) 473-4347 (800) 869-7336	(780) 473-4919 mike@truckexpert.com www.truckexpert.com/mikes
Millennia Helicopters Ltd.*	101 - 11010 AIRPORT DRIVE GRANDE PRAIRIE, T8V 2Z5	(780) 402-2577	(780) 402-3369
Millwoods Driving School	204, 9303 - 34 Avenue Edmonton, AB T6L 5W8	(780) 450-6423	(780) 490-0747

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Part I - Educational Programs in Alberta Contacts

Institution/Office	**Address**	**Phone**	**Fax/E-mail/Website**
Private Colleges/Institutions			
Morgan Air Services Co. Ltd.*	840 Mctavish Road N.E. Calgary, ALBERTA T2E 7G6	(403) 291-3644	flighttraining@morganairservices.com
My Pets Beauty Salon*	Unit 6, 6219 Center Street North Calgary, ALBERTA T2K 0V2	(403) 295-1437	(403) 275-2879
Nails Academy*	#110, 104 - 58 Avenue S.E. Calgary, ALBERTA T2H 0N7	(403) 301-7484	(403) 262-7196 sledede@telusplanet.net
Namao Flying Club*	Villeneuve Airport Site 2, Box 69, R.R. #1 St. Albert, ALBERTA T8N 1M8	(780) 419-6777	(780) 419-6711
National Coaching Institute - Calgary*	c/o Faculty Of Kinesiology, University Of Calgary Calgary, ALBERTA T2N 1N4		(403) 282-6972
National Driving School	#2, 5331 - 91 Street Edmonton, AB T6E 6E2	(780) 413-1889	
Network Learning Masters*	400 Bell Tower, 10104 - 103 Avenue Edmonton, ALBERTA T5J 0H8	(780) 423-4200	(780) 423-4711
New Era Technology*	#300, 633 - 6th Avenue S.W. Calgary, ALBERTA T2P 2Y5	(403) 265-9787	(403) 265-9786

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Part I - Educational Programs in Alberta Contacts

Institution/Office	Address	Phone	Fax/E-mail/Website
Private Colleges/Institutions			
Newman Theological College*	15611 St. Albert Trail Edmonton, AB T6V 1H3	(780) 447-2993	(780) 447-2685 registrar@newman.edu www.newman.edu
Northern Air Charter (P.R.) Inc.	P.O. Box 677 Grimshaw, Alberta T0H 0W0	(780) 624-1911	(780) 624-1155
Northern Institute of Massage*	5016 - 50 Street Clyde, ALBERTA T0G 0P0	(780) 348-5385	(780) 348-5719
Northern Lights Academy of Cosmetology (2000)*	211, 10006 - 101 Avenue Grande Prairie, ALBERTA T8V 0Y1	(780) 402-8887	
Northwestern School of Massage*	#920, 2424 - 4 Street, S.W. Calgary, ALBERTA T2S 2T4		(403) 228-4651 babapinu@email.msn.com
P.A.L. Helicopters Inc.*	13 HALE STREET ST. ALBERT, ALBERTA T8N 1M8	(780) 458-3564	(780) 458-3564
Pare Labrecque Training Centre*	14500 Bannister Road S.E. Calgary, ALBERTA T2X 1Z4	(403) 254-6534	(403) 256-2720 labrecqu@cadvision.com http://www.cadvision.com/labrecqu/home_english.html
Peacock Aero Flight Centre Ltd.	Calgary Springbank Airport Box 9, Site 16, RR2 Calgary, AB T2P 2G5	(403) 288-5118	(403) 286-5166

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Part I - Educational Programs in Alberta Contacts

Institution/Office	Address	Phone	Fax/E-mail/Website
Private Colleges/Institutions			
Petroleum Industry Training Service	Zurich Court 1538 - 25 Avenue, NE Calgary, AB T2E 8Y3	(403) 250-9606 (800) 667-5557	(403) 291-9408 webmaster@pits.ca www.pits.ca
Prairie Bible College	Box 4000 Three Hills, AB T0M 2N0	(403) 443-2349 (800) 661-2425	(403) 443-5540 admissions@pbi.ab.ca www.pbi.ab.ca
Prairie Massage Therapy Training Institute*	10117 - 101 AVENUE Grande Prairie, ALBERTA T8V 0Y4	(780) 402-8634 (877) 768-8400	(780) 532-8325
Professional Driver Training*	Box 5412, 117 Main Street North Airdrie, ALBERTA T4B 2T9	(403) 912-2766	(403) 935-0008 pdt@telusplanet.net
Provost Driving School	2nd Floor 4919 50 Avenue Provost, AB T0B 3S0	(780) 753-6996	(780) 753-6673 mcsafety@telusplanet.net
Punam Driving School	210, 9426 - 34A Avenue Edmonton, AB T6E 5P4	(780) 436-6125	
R. Double 1 Driving School	9522 Jasper Avenue Edmonton, AB T5H 3V3	(780) 425-9803	danzjeep@oanet.com
Real Estate Training Institute, The*	501, 11010 - 142 Street Edmonton, ALBERTA T5N 2R1		

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Part I - Educational Programs in Alberta Contacts

Institution/Office	Address	Phone	Fax/E-mail/Website
Private Colleges/Institutions			
Red Aero Aviation*	Springbank Airport Box 13, Site 16, R.R.#2 Calgary, ALBERTA T2P 2G5	(403) 247-4933	(403) 247-6599 redaero@cadvision.com www.cadvision.com/redaero
Red Aero Aviation, Lethbridge	#200 421 Stubb Ross Road Lethbridge, AB T1K 7N3	(403) 381-2163	(403) 381-2201 redaero@telusplanet.net www.cadvision.com/redaero
Reeves Business and Career College*	5012 - 49 Street, P.O. Box 51 Lloydminster, ALBERTA S9V 0X9	(780) 875-3308	(780) 875-9209
Rocky West Aviation Services Ltd.	6526 59 Street Rocky Mountain House, T4T 1N7	(403) 845-9888	(403) 845-2809 william7@telusplanet.net
Royal Driving School (1990) Ltd.	203, 9915 - 51 Avenue Edmonton, AB T6E 0A8	(780) 432-0969	(780) 432-1450 info@royaldrivingschool.com
S.K. Driver Training Ltd.*	605 - 36 Street North Lethbridge, ALBERTA T1H 5H4	(800) 704-8349	(403) 328-9560 skdt@telusplanet.net
School of Hair Dynamics*	6512 - 118 Avenue Edmonton, ALBERTA T5W 1G6	(780) 473-1898	(780) 474-7648
Security Officer Career College Inc.*	8055 Coronet Road Edmonton, ALBERTA T6H 4N7	(780) 463-1429	(780) 463-6372

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Part I - Educational Programs in Alberta Contacts

Institution/Office	Address	Phone	Fax/E-mail/Website
Private Colleges/Institutions			
Sherwood Park Driving School	28 Carmel Road Sherwood Park, AB T8A 5A8	(780) 467-4676	(780) 467-4676
Sky Lift Aviation*	LETHBRIDGE AIRPORT Suite 103, 421 Stubb Ross Road Lethbridge, ALBERTA T1K 7N3	(403) 327-0300	(403) 320-9801 skylift@telusplanet.net
Sky Wings Aviation Academy*	Box 190, Hangar 13 Red Deer Industrial Airport Penhold, ALBERTA T0M 1R0	(403) 886-5191	(403) 886-4279 skywings@supernet.ab.ca
Sky Wings Aviation Academy Ltd. - Okotoks	Box 293 Calgary/Okotoks Airpark Okotoks, AB T0L 1T0	(403) 938-5252	(403) 938-5253
Slate Training Centre*	950, 10130 - 103 Street Edmonton, ALBERTA T5J 3N9	(780) 424-1338	(780) 424-8819 stc@slate.ab.ca
Springbank Air Training College Ltd.	Box 18, Site 16 RR 2 Springbank Airport Calgary, Alberta T2P 2G5	(403) 288-7700	(403) 288-7990 info@springbankair.com www.springbankair.com
St. Mary's College	14500 Bannister Road S.E. Calgary, AB T2X 1Z4	(403) 531-9130	(403) 531-9136 admissions@stmc.ab.ca www.stmc.ab.ca
Start-Rite Driver Education Ltd.*	8649 - 110A Street Grande Prairie, ALBERTA T8V 5L5	(780) 532-0173	(780) 532-0128

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Part I - Educational Programs in Alberta Contacts

Institution/Office	Address	Phone	Fax/E-mail/Website
Private Colleges/Institutions			
Strathcona Career Training Institute (SCTI) - Edmonton*	#154, 6325 Gateway Boulevard NW Edmonton, ALBERTA T6H 5H6	(780) 433-7284	(780) 435-6656 registrar@scti.ab.ca www.scti.ab.ca
Strathcona Flight School	Box 21128 Tervillegar Postal Outlet Josephburg Airport Edmonton, Alberta T6R 2V4	(780) 910-7973	
Sturgeon Defensive Driving School	PO Box 718 Bon Accord, AB T0A 0K0	(780) 942-4220	
Sultana's Beauty Clinic and School*	2nd Floor, 4713 - 50 Avenue Red Deer, ALBERTA T4N 4A2	(403) 342-5525	
Sunny's Driving School Ltd.	212, 10708 - 97 Street Edmonton, AB T5H 2L8	(780) 424-5508	(780) 476-1796
Teen Plus Driving School Co. Ltd.	1, 2016 Sherwood Drive Sherwood Park, AB T8A 3X3	(780) 467-4517	(780) 417-7349
The Excel Academy*	2nd Floor, 10814 - 106 Avenue Edmonton, Alberta T5H 4E1	(780) 455-2601	(780) 453-2084 exceledmonton@sprint.ca
The Fourth R of Southern Alberta*	1412 - 3rd Avenue S. Lethbridge, ALBERTA T1J 0K6	(403) 329-6300	(403) 329-6344 fourthr@telusplanet.net www.fourthr.ab.ca

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Part I - Educational Programs in Alberta Contacts

Institution/Office	Address	Phone	Fax/E-mail/Website
Private Colleges/Institutions			
The Institute for Computer Studies*	Suite 400, 700 - 2 Street S.W. Calgary, ALBERTA T2P 2W1	(403) 262-6990	(403) 264-1554
The Institute for Computer Studies - Edmonton*	Suite 203, Telus Centre for Professional Development 11102 - 87 Avenue, P.O. Box 4022 Edmonton, ALBERTA T6E 4S8	(780) 408-4670	(780) 408-4675
Tom Baker Cancer Centre	1331 - 29 Street, NW Calgary, AB T2N 4N2	(403) 670-1786	(403) 283-2903
Tonder Training Centre, Bonnyville*	2nd Floor, 5201 - 44 Street Bonnyville, ALBERTA T9N 2J1		traing@tonder.com www.tonder.com
Tonder Training Centre, Cold Lake*	5112 - 54 Street, Box 1529 Cold Lake, ALBERTA T9M 1P4		traing@tonder.com www.tonder.com
Tonder Training Centre, St. Paul*	Room 164p, 4701 - 44 Street St. Paul, Alberta T0A 3A3	(780) 645-2155 (800) 281-5568	(780) 594-5767 training@tonder.com www.tonder.com
Training Inc. - Lethbridge*	444 - 5 Avenue, South Lethbridge, ALBERTA T1J 0T5	(403) 320-5100	(403) 320-0567 training@telusplanet.net

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Part I - Educational Programs in Alberta Contacts

Institution/Office	Address	Phone	Fax/E-mail/Website
Private Colleges/Institutions			
Transco Training & Consulting	1527 - 147 Avenue Edmonton, AB T5Y 2X9	(780) 467-7446	
Trend College*	3rd Floor, Fifth Street Place, 10010 - 105 Street Edmonton, ALBERTA T5J 1C4	(780) 424-7400	(780) 421-7325
W.T. Safety Truck Driving School*	Bay A, 8080 - 36 Street S.E. Calgary, ALBERTA T2C 2J4	(403) 720-0001	(403) 720-0002 wtsafety@cadvision.com
Western Canadian School of Auctioneering*	Radisson Hotel, 2120 - 16 Avenue N.E. Calgary, ALBERTA T2E 1L4	(403) 274-5271 (888) 466-6561	(403) 295-8698
Western School of Funeral Service	Box 258, 4819B - 48 Avenue Red Deer, AB T4N 3T2	(403) 347-4483	(403) 347-4434 wsfs@telusplanet.net www.wsfs.ca
Western School of Remedial Massage*	6924 ROPER ROAD Edmonton, AB T6B 3H9	(780) 491-0574	(780) 432-7034
Westpoint School of Aviation Inc., Calgary Int'l Airport	765 McTavish Rd. N.E. Calgary Int'l Airport Calgary, AB T2E 7G8	(403) 250-3321	(403) 250-3851
Westpoint School of Aviation Inc., Springbank Airport*	Box 4, Site 16, R. R. 2 Calgary, ALBERTA T2P 2G5	(403) 250-3321 (800) 359-0738	(403) 250-3851 mcintee@cadvision.com www.flywestpoint.com

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Part I - Educational Programs in Alberta Contacts

Institution/Office	**Address**	**Phone**	**Fax/E-mail/Website**
Private Colleges/Institutions			
Wetaskiwin Air Services Ltd.	Box 6444 Wetaskiwin, Alberta T9A 2G2	(780) 352-5643	(780) 352-7148 was@glink2.com
YWCA Calgary Business College*	320 - 5 Avenue S.E. Calgary, ALBERTA T2G 0E5	(403) 263-1550	(403) 263-4681 cbcbus@cadvision.com
Young Drivers of Canada - Calgary	606 - 9 Street S.W. Calgary, AB T2P 2B3	(403) 266-4000	(403) 266-1001 calgary@youngdrivers.com www.youngdrivers.com
Young Drivers of Canada - Edmonton	13344 - 97 Street Edmonton, AB T5E 4C9	(780) 435-3422	(780) 435-3776 edmonton@youngdrivers.com www.youngdrivers.com

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Part I – Educational Programs in Alberta Contacts

Other Contacts

Alberta Admissions and Transfers

Alberta Council on Admissions and Transfers-Alberta Learning	Room 909, 108 Street Building 9942 – 108 Street Edmonton, Alberta T5K 2J5	(780) 422-9021 310-0000 (Toll Free)	(780) 427-0423 acat@gov.ab.ca www.acat.gov.ab.ca

Alberta High School Equivalency and the General Equivalency Diploma (GED)

Learner Assessment Branch-Alberta Learning	4th Floor, Harley Court 10045 – 111 Street Edmonton, Alberta T5K 2M5	(780) 427-0010 310-0000 (Toll Free)	www.learning.gov.ab.ca

Alberta High School Records and Transcripts

Transcript Unit-Alberta Learning	Alberta Learning Main Floor, West Tower 11160 Jasper Avenue Edmonton, Alberta T5K 0L2	(780) 427-5732 310-0000 (Toll Free)	learning.gov.ab.ca/learning/studentservices

Part I – Educational Programs in Alberta Contacts

Institution/Office	Address	Phone	Fax/E-mail/Website
Green Certificate (Farm Training) Program			
Alberta Agriculture, Food & Rural Development-Home Study	Room #201 7000-113 Street Edmonton, Alberta T6H 5T6	(780) 427-4309 310-0000 (Toll Free)	(780) 422-7755 www.agric.gov.ab.ca/ruraldev/green_certificate/
Out-Of-Province Universities and Colleges			
Camosun College	3100 Foul Bay Road Victoria, British Columbia V8P 5J2	(250) 370-3000	www.camosun.bc.ca
Lakehead University	955 Oliver Road Thunder Bay, Ontario P7B 5E1	(807) 343-8110	(807) 343-8023 www.lakeheadu.ca liaison@lakeheadu.ca
Memorial University	St. John's, Newfoundland A1C 5S7	(709) 737-8000	(709) 737-4569 www.mun.ca admissions@mun.ca
Montana State University-Northern	PO Box 7751 Havre, Montana 59501	(406) 265-3704 1-800-662-6132	www.nmclites.edu msunadmit@msun.edu
Okanagan University College	3333 College Way Kelowna, British Columbia V1V 1V7	(250) 762-5445	www.ouc.bc.ca
University of Great Falls	1301 – 20 South Great Falls, Montana 59405 - 4996	(406) 761-8210 1-800-856-9544	www.ugf.edu
University of Regina	3737 Wascana Parkway Regina, Saskatchewan S4S 0A2	(306) 585-4127	www.uregina.ca
Union College	3800 South 48 Street Lincoln, Nebraska N.E. 68506	(402) 486-2600	www.ucollege.edu
Washington State University	Lighty 370 Pullman, Washington 99164-1067	(509) 335-3564 1-888-468-6978	www.wsu.edu wsunis@wsu.edu
Petroleum Industry Training Centres			
Petroleum Industry Training Service	1538 25 Ave, NE Calgary, Alberta T2E 8Y3	(403) 250-9606 1-800-667-5557	(403) 291-9408 webmaster@pits.ca www.pits.ca

Part I – Educational Programs in Alberta Contacts

Institution/Office	Address	Phone	Fax/E-mail/Website
Private Post-Secondary School Licensing			
Alberta Private Vocational Institutions/Schools			
Private Institutions Branch- Alberta Learning	10th Floor, Commerce Place 10155 – 102 Street Edmonton, Alberta T5J 4L5	(780) 427-5609 310-0000 (Toll Free)	(780) 427-5920
Aviation Schools Licensing			
Transport Canada Canada Place Civil/General Aviation	1100, 9700 Jasper Avenue Edmonton, Alberta T5J 4E6	(780) 495-3869	(780) 495-4918
Driver Training Schools Licensing			
Alberta Transportation (Edmonton)	1st Floor, Twin Atria Building 4999 – 98 Avenue Edmonton, Alberta T6B 2X3	(780) 427-0196	www.trans.gov.ab.ca
Alberta Transportation (Calgary)	2nd Floor, 803 Manning Road N.E. Calgary, Alberta T2E 7M8	(403) 297-6311	www.trans.gov.ab.ca

Other Contacts

Community Consortia Offices

Big Country Educational Consortium

Box 419
Drumheller, Alberta T0J 0Y0
Phone: (403) 823-8300
Fax: (403) 823-7083

Stettler Office
4704A - 55 Street
Stettler, Alberta T0C 2L2
Phone: (403) 742-6700
Fax: (403) 742-3285

Chinook Educational Consortium

Box 1349
Blairmore, Alberta T0K 0E0
Phone: (403) 562-2853
Fax: (403) 562-8045

Pincher Creek Office
1300 Hewetson Avenue
Pincher Creek, Alberta
Phone: (403) 627-4478
Fax: (403) 627-5065

Claresholm Office
5202 5 St East
Claresholm, Alberta
T0L 0T0
Phone: (403) 625-4231
Fax: (403) 625-4266

Pembina Educational Consortium

Box 6419
5056 50 Avenue
Drayton Valley, Alberta T7A 1R8
Phone: (780) 542-5400
Fax: (780) 542-4334
E-mail: pec_dv@ccinet.ab.ca
Website:
www.ccinet.ab.ca/pec_dv/

Fox Creek Office
Box 610
221 Hammon Drive
Fox Creek, Alberta T0H 1P0
Phone: (780) 622-3758
Fax: (780) 622-3738
E-mail: anorthfc@telusplanet.net

Rocky Mountain House Office
Provincial Building, Box 1330
4934 - 50 Street
Rocky Mountain House, Alberta
Phone: (403) 845-7200
Fax: (403) 845-5310
E-mail:
pecrmhst@incentre.net

Westlock Office
#2, 10007 - 100 Avenue
Westlock, Alberta T7P 2H5
Phone: (780) 349-7775
Fax: (780) 349-3111
E-mail: pecwl@telusplanet.net

Whitecourt Office
Box 779, 4739 - 50 Avenue
Whitecourt, Alberta T7S 1N8
Phone: (780) 778-2000
Fax: (780) 778-2257
E-mail: pecwc@telusplanet.net

Yellowhead Region Educational Consortium

247 Pembina Avenue
Hinton, Alberta T7V 2B3
Phone: (780) 865-7666
Fax: (780) 865-3640
E-mail: yrechin@gyrd.ab.ca

Edson Office
#200, 111 - 54 Street
Edson, Alberta T7E 1T2
Phone: (780) 723-5206
Fax: (780) 723-4227
E-mail: yreceds@gyrd.ab.ca

Grande Cache Office
10017 - 99 Street, Box 336
Grande Cache, Alberta T0E 0Y0
Phone: (780) 827-4340
Fax: (780) 827-2659
E-mail: yrecgrc@gyrd.ab.ca

Jasper Office
Provincial Building, Box 1090
631 Patricia Street,
Jasper, Alberta T0E 1E0
Phone: (780) 852-2101
Fax: (780) 852-4185
E-mail: yrecjas@gyrd.ab.ca

Aboriginal Consortium

First Nations Adult and Higher Education Consortium
Website: www.fnahec.org
Phone: (403) 258-1775 in Calgary

Other Contacts

Alberta Career Information Hotline

Call the Hotline for answers to your questions about:

- Career planning
- Occupations
- Job search skills
- Education options
- Information and referrals

Phone: 1-800-661-3753 toll-free in Alberta
Phone: 780-422-4266 in Edmonton

Deaf and hard of hearing people phone: 1-800-232-7215 for message relay service or 780-422-5283 for TDD service in Edmonton.

E-mail: info@alis.gov.ab.ca
Website: www.alis.gov.ab.ca/hotline

Alberta Human Resources and Employment

Alberta Human Resources and Employment service centres are located throughout the province. They have information on occupations, career options, education programs and funding, and finding work. Many offices have a career resource centre with books, newspapers, magazines, software, and audio/video materials. They also may have computers for Internet use and word processing, as well as phones and fax machines to use with your work search. You can also talk to a career consultant. These services may be offered by other agencies in your community. Call the Career Information Hotline for the office closest to you.

Youth Connections

Youth Connections offices provide career and employment service for people between the ages of 16 and 24. Offices are located in communities across Alberta. Contact the Career Information Hotline or the web link for Youth Connections at www.alis.gov.ab.ca under Alberta Career Services for the location nearest you. You can also check out the Youth Connections website at www.youthconnections.gov.ab.ca.

Service Alberta

Call Service Alberta toll free at 310-0000 (anywhere in Alberta) or visit the website at http://www.servicealberta.ca for general inquires on Alberta Government programs and services. Phone lines are open from 8:00am to 6:00pm (Monday to Friday); voice mail is available after hours. Outside of Alberta, call long distance at (780) 427-2711.

Part II Distance Learning Programs in Western Canada

EDINFO

2002–2003

Tips For Distance Learning Students

Before You Start

1. Check all fees.
Registration fees do not necessarily include all course materials such as books, videos, audios, and supplies. Although telephone tutoring and other support services are often a part of distance learning courses, the cost of long distance telephone calls may not be covered by the school offering the course. Check whether or not you can call your tutors collect or toll-free, or if you must pay the charges yourself.

2. Look at fee schedules and payment methods.
Be sure you clearly understand the fee schedule and method of payment—particularly any cancellation or time payment clauses and refund policies. Application forms become contracts when you complete and sign them and they are accepted by the school. Like any contract, they are **legally binding.**

3. Research the employability of the program.
Educational institutions are prohibited by law from guaranteeing employment to graduates of their courses. It's up to you to find out how any education you gain will be viewed by employers. If you expect to get a job or advance to higher levels of responsibility as a result of your studies, be sure to ask employers the following questions before you enrol.

- Are the programs recognized as valid education/training by employers?
- Has the employer previously hired a graduate of the program or post-secondary school you are considering? Does the employer know anyone who has?

Once You Have Started

1. Be organized

Because your learning is not structured like in a classroom, it is easy to procrastinate. Learning on your own requires discipline. Look through your materials and find ways to break the learning into small, defined pieces. Then set deadlines for yourself and schedule in the learning as a regular commitment. Use a calendar or organizer to plan specific learning times and activities.

2. Find a learning space

You might be able to learn at work or home if you can manage your interruptions and distractions. Let everyone know when you are learning. You may have to close a door, turn off the stereo and television or not answer the phone. You may find that going to a library is necessary. Once you have a good learning space, have all your learning materials together and organized. If your learning needs to be portable, put all your materials and supplies into a case or bag. It is easy to waste lots of time looking for things. (This is especially true if you have kids. In our house things like erasers, pencils, paper and pens are constantly disappearing. We have had to declare our office supplies as off limits.)

3. Read to learn

To make the best use of your materials, look them over before you start reading. Find ways to help you organize and summarize the information. Keep yourself focused when reading by looking for main ideas and taking notes. Stop reading often and ask yourself, "What did I just read? What was the main idea?" This self-testing will help you avoid the daydreaming and lack of focus that can come with reading.

4. Find support for learning

If someone is aware of your learning goals and commitments they can help you succeed. If you are taking a formal course, you may have tutoring support available through the phone or the Internet. Some learners find it helpful to link up with another person who is taking the same course. They can then study together or support each other.

Support can take many forms including explaining subject material, encouraging, gently reminding you to get at it or helping with other roles such as covering workload, watching kids, making dinner or other acts that provide you with time and space for learning.

5. Follow through

If you find that your learning time is getting bumped from your schedule, consider other ways to manage your time and roles. You may have to negotiate with your employer, family or friend to help you make time for learning. Keep in mind your initial motivation, remind yourself why you are taking the course and how it will help you to succeed.

Additional Reading

Adult Back to School Planner produced by Alberta Human Resources and Employment. You can download an on-line copy or order a print copy through the e-Career Shop at www.alis.gov.ab.ca/careershop

This article is part of the Career Digest series. Copies can be ordered through the e-Career Shop at www.alis.gov.ab.ca/careershop

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Part II: Distance Learning Programs in Western Canada

Introductory Notes

Part II: Distance Learning Programs in Western Canada of *EDINFO 2002-2003* contains general information about post-secondary level educational and training programs offered through distance learning by schools licensed or registered to operate in *British Columbia, Alberta, Saskatchewan,* and *Manitoba*. These schools include public institutions, private institutions and private vocational schools.

The information included here was the most current available at the time of printing and is subject to change. *Be sure to verify information with the registrars of post secondary schools offering programs that interest you. You can obtain more detailed information, such as specific requirements and application deadlines, at the same time.*

For addresses and telephone numbers of post secondary schools and other training organizations offering distance learning programs, see the "Distance Learning Contacts" section at the back of Part II. For information about directories of distance learning programs available in other Canadian provinces or regions and the national directories see "Distance Learning Contacts" at the back of Part II.

Some independent distance learning schools listed in this publication may not be licensed to practice in all four Western provinces. Before registering with a school, make sure that it is licensed or registered to operate in your province.

Programs listed in this publication are **neither endorsed nor recommended** by the Government of Alberta. It is the **responsibility of the student** to verify that a particular program will be recognized:

(1) as training for future employment; or
(2) for transfer of credits to other post-secondary schools.

Any private vocational school **not licensed** in British Columbia, Alberta, Saskatchewan or Manitoba which offers correspondence programs for sale does so in violation of provincial law. In such a case, tuition fees paid by students are not protected by bonds, and course offerings will not have been reviewed by provincial agencies or organizations.

For contact information regarding private vocational schools licensing and information on obtaining high school transcripts see **Distance Learning Contacts** section of Part II.

Distance Learning

The words "distance education," "distance learning," "correspondence," "home study" and "independent study" have almost identical meanings. They describe situations where most or all of the learning occurs outside the traditional classroom. In many cases, students and teachers may never even meet.

Generally, distance learning materials are mailed to the student. After completing the assignments, the student returns them to the school for correction, grading and comment. Corrected assignments are sent back to the student. This exchange forms the link between student and instructor.

Many post-secondary schools offer the services of a tutor for distance learning programs. Tutors help students understand course content, discuss exams and assignments, and schedule workshops/seminars, lab sessions, or discussion and self-help groups. Tutors usually have qualifications similar to those of the teaching staff, have experience in their field, and/or hold professional designations.

Although post-secondary schools are increasing the number of distance learning courses they offer, some may not offer complete programs by distance education. Schools that offer only partial programs often require that students take the remaining courses in their program on campus. Students usually complete these courses in spring or summer sessions. In some cases, students must transfer the credits they earn in a partial program to another post-secondary school which offers the distance education courses needed to complete the program.

To make sure that you get maximum credit for the distance education courses you take, check with the school you hope to transfer to before enroling in a distance program. Be sure to ask if the course(s) you are interested in can be applied to the certificate, diploma or degree programs at that school. You can get information about whether or not a course is transferable from the *Alberta Transfer Guide* or from the Registrar of the receiving school. Addresses and telephone numbers of all the colleges and universities referred to in Part II are listed in the "Distance Learning Contacts" section of Part II.

You can get a free copy of the *Alberta Transfer Guide* or additional transfer information from:

Alberta Council on Admissions and Transfer (ACAT)
909, 9942-108 Street
Edmonton, Alberta T5K 2J5
Telephone: (780) 422-9021 or 310-0000 (toll-free)
Fax: (780) 427-0423
email: acat@gov.ab.ca

ACADEMIC UPGRADING, PRE-CAREERS, PRE-TECHNOLOGY AND ENGLISH AS A SECOND LANAGUAGE (ESL)

Academic Upgrading (10-12)

- -Academic Upgrading (10-12)
- -Senior High (10-12)

Academic Upgrading (K-12)

- -Academic Upgrading (K-12)
- -Elementary (1-6)
- -High School: Grades 9-12
- -Junior High (7-9)
- -Senior 1 - Senior 4 (S1-S4)

English as a Second Language

- -English Language Studies

Online School (1-12)

- -Contracted Online Services to Schools (7-12)
- -Online Courses for Adults (7-12)
- -Online School (1-12)

ACADEMIC UPGRADING, PRE-CAREERS, PRE-TECHNOLOGY AND ENGLISH AS A SECOND LANAGUAGE (ESL)

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Academic Upgrading (10-12)			
Academic Upgrading (10-12) Delivery in: Print, audio, video, lab kits, e-mailing of assignments optional in some courses	**Alberta Distance Learning Centre** Barrhead (Main) (780) 674-5333	Varies; Course credits, High School Diploma	Courses designed for Alberta residents and those temporarily out of the province. Alberta students out of school less than five years normally proceed to next higher course in sequence. Placement testing to those out of school more than five years.
Academic Upgrading (10-12) Delivery in: In Class instruction or Homestudy	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669 Airdrie (403) 948-6556 Big Country Consortium (403) 823-8300 Chinook Consortium (403) 625-2766	Varies	Bow Valley College assessment.
Academic Upgrading (10-12) Delivery in: Audio-visual, (telewriter), print, teleconference, video	**Northern Lakes College** East Prairie (780) 751-3200 Atikameg (780) 751-3200 Cadotte Lake (780) 751-3200 Calling Lake (780) 751-3200 Driftpile (780) 751-3200 Faust (780) 751-3200 Gift Lake (780) 751-3200 Grouard (780) 849-8611 High Prairie (780) 523-6690 Kinuso (780) 751-3200 Little Buffalo (780) 751-3200 Loon Lake (780) 751-3200 McLennan (780) 751-3200 Peerless Lake (780) 751-3200 Swan Hills (780) 751-3200 Trout Lake (780) 751-3200 Valleyview (780) 751-3200	Varies depending on needs of student.	Designed for adults and high school students. Must be at least 17 years of age and must be ready, willing and able to work hard to reach their educational goals; take a placement test.
Senior High (10-12) Delivery in: Print, audio, video, lab kits, e-mailing of assignments optional in some courses	**Alberta Distance Learning Centre** Barrhead (Main) (780) 674-5333	Varies; Course credits, High School Diploma	Courses designed for Alberta Residents and those temporarily out of the province.

ACADEMIC UPGRADING, PRE-CAREERS, PRE-TECHNOLOGY AND ENGLISH AS A SECOND LANAGUAGE (ESL)

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Academic Upgrading (K-12)			
Academic Upgrading (K-12) Specialization in: - Adult Basic Education - College Preparation program - Combined Matriculation/University Transfer - University Transfer	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819 Brooks (403) 362-1677	Varies	Minimum 18 years of age or out of school for one year. Interview and pre-testing required. (Classroom, Distance Learning and Open Learning).
Academic Upgrading (K-12) Specialization in: - Adult Basic Education (pre-high school) - Adult High School - Distance Learning High School - High School Certificate Options (eg. GED) Delivery in: Distance Delivery	**Northern Lakes College** East Prairie (780) 751-3200 Atikameg (780) 751-3200 Cadotte Lake (780) 751-3200 Calling Lake (780) 751-3200 Driftpile (780) 751-3200 Faust (780) 751-3200 Gift Lake (780) 751-3200 Grouard (780) 849-8611 High Prairie (780) 523-6690 Kinuso (780) 751-3200 Little Buffalo (780) 751-3200 Loon Lake (780) 751-3200 McLennan (780) 751-3200 Peerless Lake (780) 751-3200 Slave Lake Swan Hills (780) 751-3200 Trout Lake (780) 751-3200 Valleyview (780) 751-3200	Varies depending on needs of the student.	Standard admission. Minimum 17 years of age and ready, willing and able to devote time to studying. Placement and orientation testing sessions to determine grade level.
Elementary (1-6) Delivery in: Print, audio	**Alberta Distance Learning Centre** Barrhead (Main) (780) 674-5333	Varies; Prerequisites for High School	Courses designed for Alberta Residents and those temporarily out of the province.
High School: Grades 9-12 Delivery in: Internet, Email, CD-Rom, Audio Cassette Tape, Video Cassette Tape, Printed Material, Satellite TV Broadcast	**Saskatchewan Government Correspondence School** Regina (Main) (306) 787-6024 Toll Free 1-800-667-7166	Varies	Designed for high school students and adults throughout the province and for Saskatchewan residents temporarily residing outside the province.
Junior High (7-9) Delivery in: Print, audio, video, lab kits	**Alberta Distance Learning Centre** Barrhead (Main) (780) 674-5333	Varies; Prerequisites for Senior High	Courses designed for Alberta Residents and those temporarily out of the province.
Senior 1 - Senior 4 (S1-S4) Delivery in: Print, audio for languages, video for course enhancement, internet, CD-ROM	**Manitoba Education, Training, and Youth** Winkler (Main) (204) 325-1717 Toll Free 1-800-465-9915	Credit, non-credit or audit.	Designed for residents of Manitoba and those temporarily out of the province. For the Mature Student Program, adults must be 19 years of age and have been out of school one year.

ACADEMIC UPGRADING, PRE-CAREERS, PRE-TECHNOLOGY AND ENGLISH AS A SECOND LANAGUAGE (ESL)

English as a Second Language

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
English Language Studies Delivery in: Offered jointly with Tele-universite du Quebec.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	* 1 Year 30 credits Certificate in English Language Studies	Minimum 18 years and a resident of Canada, USA, or Mexico. This program is intended primarily for students whose native tongue is not English; however English-speaking students are welcome.

Online School (1-12)

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Contracted Online Services to Schools (7-12) Delivery in: Internet, print, CD-ROM, audio, video, lab kits, e-mailing of assignments. Students attend local schools.	**Alberta Distance Learning Centre** Barrhead (Main) (780) 674-5333	Varies; Course credits, High School Diploma	Courses designed for Alberta Residents and those temporarily out of the province.
Online Courses for Adults (7-12) Delivery in: Internet, print, CD-ROM, audio, video, lab kits, e-mailing of assignments	**Alberta Distance Learning Centre** Barrhead (Main) (780) 674-5333	Varies; Course credits, High School Diploma	Courses designed for Alberta Residents and those temporarily out of the province. Alberta residents out of school for less than 5 years normally proceed to the next higher course in the sequence. Placement testing for those out of school more than 5 years.
Online School (1-12) Delivery in: Internet, print, CD-ROM, audio, video, lab kits, e-mailing of assignments. Computers loaned to qualified students.	**Alberta Distance Learning Centre** Barrhead (Main) (780) 674-5333	Varies; Course credits, High School Diploma	Courses designed for Alberta Residents and those temporarily out of the province.

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*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

AGRICULTURE AND RELATED TECHNOLOGY

Agricultural Business
- -Agricultural Finance
- -Agriculture Business
- -Farm Business Management

Agricultural Production Operations
- -Alberta Green Certificate Farm Training Program
- -Crop Production
- -Environment Certificates

Agriculture
- -Agriculture (Ontario Diploma, ODA)
- -Agriculture Certificates

Horticulture
- -Horticulture & Landscaping Certificates
- -Horticulture (Ontario Diploma, ODH)
- -Prairie Horticulture

Turf and Turfgrass Management
- -Turfgrass Management

AGRICULTURE AND RELATED TECHNOLOGY

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Agricultural Business			
Agricultural Finance Delivery in: Correspondence	**Olds College** Olds (Main) (403) 556-8281 Toll Free 1-800-661-6537	To be completed within 5 years from the original start date. Certificate	An Alberta High School Diploma, 50% or better in Biology 20, Chemistry 20 or in one of Biology 30, Chemistry 30 or Science 30 and 50% or better in Math 20 or 23 or Pure Math 20 or Applied Math 20. OR Department Consent.
Agriculture Business Delivery in: Print	**University of Saskatchewan** Extension Division (306) 966-5563	6 Courses, Up to one year to complete each course for the certificate	This is a non-credit certificate program intended for those working in the agriculture management sector, such as elevator, feedlot, farm service centre and corporate farm managers.
Farm Business Management Delivery in: Print	**University of Saskatchewan** Extension Division (306) 966-5563	5 Core Courses and 2 Electives Certificate	Completion of Grade 12 or equivalent (applications will be reviewed on a case by case basis); mature and probationary admission.
Agricultural Production Operations			
Alberta Green Certificate Farm Training Program Specialization in: - Cow-Calf Beef Production - Dairy Production - Feedlot Beef Production - Field Crop Production - Irrigated Crop Production - Sheep Production - Swine Production Delivery in: Apprenticeship and self study	**Alberta Agriculture, Food & Rural Development** Edmonton (Main) (780) 427-4309 Transfers to: Fairview College Lakeland College Lethbridge Community College Olds College	The Green Certificate issued by the Minister of Agriculture certifies skill performance competence in documented skills. Training time varies.	Minimum 15 years of age and working with an employer who agrees to be the trainer. This program is open to high school students who may earn Alberta Learning credits for Green Certificate achievement. Requires a supportive farm trainer and a job site. Prior learning is recognized. (Apprentices are trained as Technicians, Supervisors or Managers.) This is an applied farm technology training program.

AGRICULTURE AND RELATED TECHNOLOGY

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Agricultural Production Operations			
Crop Production Delivery in: Print	**University of Saskatchewan** Extension Division (306) 966-5563	5 Core Courses and 2 Electives Certificate	Completion of Grade 12 or equivalent (applications will be reviewed on a case by case basis); mature and probationary admission.
Environment Certificates Specialization in: - Certified Crop Production Consultant (CCPC) - Environmental Management of the Golf Course - Managing for Naturalized Landscapes - Managing for Sustainable Environments - Managing for Sustainable Soils Delivery in: Print	**Olds College** Open Learning Services - Extension Services (403) 556-8321 Toll Free 1-800-661-6547	Varies, certificates awarded	Inquire with institute.
Agriculture			
Agriculture (Ontario Diploma, ODA) Delivery in: Print	**Olds College** Open Learning Services - Extension Services (403) 556-8321 Toll Free 1-800-661-6547	Diploma, Varies in length	Inquire with institute.
Agriculture Certificates Specialization in: - Accredited Animal Health Representative (AAHR) - Animal Care - New Farmer Delivery in: Print	**Olds College** Open Learning Services - Extension Services (403) 556-8321 Toll Free 1-800-661-6547	Varies, certificates awarded	Inquire with institute.

AGRICULTURE AND RELATED TECHNOLOGY

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Horticulture			
Horticulture & Landscaping Certificates Specialization in: - Building the Landscape - Creating Landscapes I - Creating Landscapes II - Golf Course Maintenance - Greenhouse Flower Production - The Horticulturist - Landscape Maintenance for Ornamental Plants - Landscape Maintenance for Turf - Landscape Maintenance for Woody Plants - Nursery Production - Park Maintenance - Urban Tree Care Delivery in: Print	**Olds College** Open Learning Services - Extension Services (403) 556-8321 Toll Free 1-800-661-6547	Varies, certificates awarded	Inquire with institute.
Horticulture (Ontario Diploma, ODH) Delivery in: Print	**Olds College** Open Learning Services - Extension Services (403) 556-8321 Toll Free 1-800-661-6547	Diploma, Varies in length	Inquire with institute.
Prairie Horticulture Specialization in: - Landscaping & Arboriculture - Nursery Crop Production - Greenhouse Crop Production - Fruit & Vegetable Production Delivery in: Print, videotape, audio-conferences, televised seminars, lab sessions.	**Olds College** Open Learning Services - Extension Services (403) 556-8321 Toll Free 1-800-661-6547	Certificate, Varies in length	Inquire with institute. This program is offered cooperatively by a consortium of four Western Canadian education institutions: Assiniboine Community College(Brandon), Olds College(Olds), University of Manitoba and the University of Saskatchewan.

AGRICULTURE AND RELATED TECHNOLOGY

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Horticulture			
Prairie Horticulture Specialization in: 4 streams available: Fruit and Vegetable Production; Greenhouse Crop Production, Landscaping and Arboriculture; Nursery Crop Production Delivery in: Print, Video, AudioConference, Labs	**University of Saskatchewan** Extension Division (306) 966-5563	8 course certificate	Completion of Grade 12 or equivalent; mature and probationary admission available. This program is offered by the University of Saskatchewan, Olds College, the University of Manitoba, and Assiniboine Community College.
Turf and Turfgrass Management			
Turfgrass Management Delivery in: Print, video and online formats	**University of British Columbia** Vancouver (Main) (604) 822-6565	Certificate	Relevant education at the post-secondary level or equivalent experience. Proficiency in English with evidence of adequate reading and writing skills is necessary. For some courses, prerequisite knowledge in chemistry, biology or physics equivalent to that of first year University courses is required. For courses involving microcomputer applications, some basic computer literacy is needed.

ARTS, FINE AND PERFORMING

Art and Design

- Design
- Fine Arts

Music

- Music

ARTS, FINE AND PERFORMING

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Art and Design			
Design Delivery in: Distance	**Open Learning Agency** Burnaby (Main) (604) 431-3000 Toll Free 1-800-663-1663	Bachelor of Design	Students and graduates of OCAD or OCA may apply for admission and receive a block transfer. Students may be registered concurrently in the diploma program and the BCOU degree program. Other applicants are admitted on a case-by-case basis according to the OLA (Open Learning Agency) admission policies. Contact an OLA program advisor to determine eligibility.
Fine Arts Delivery in: Distance	**Open Learning Agency** Burnaby (Main) (604) 431-3000 Toll Free 1-800-663-1663	Bachelor of Fine Art	Students and graduates of OCAD (or OCA), Georgian College Fine Arts Advanced Diploma, or UCC Fine Arts Diploma may apply for admission and receive a block transfer. It is recommended that students be registered concurrently in the diploma program and the BCOU degree program. Other applicants are admitted on a case-by-case basis according to OLA admission policies. Contact an OLA program advisor to determine eligibility.
Music			
Music Delivery in: Distance	**Open Learning Agency** Burnaby (Main) (604) 431-3000 Toll Free 1-800-663-1663	Bachelor or Music (Performance); Bachelor of Music (Jazz Studies)	Students and graduates of OCAD (or OCA), Georgian College Fine Arts Advanced Diploma, or UCC Fine Arts Diploma may apply for admission and receive a block transfer. It is recommended that students be registered concurrently in the diploma program and the BCOU degree program. Other applicants are admitted on a case-by-case basis according to OLA admission policies. ntact an OLA program advisor to determine eligibility.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

Accounting

- -Accounting (Advanced)/ Accounting Technician
- -Accounting/ Accounting Technician

Business Administration (Graduate or Senior Executive)

- -Business Administration (M.B.A.)
- -Executive Management
- -Executive Management (Leadership)
- -Leadership and Training
- -MBA: Project Management
- -Management -Advanced Graduate Diploma
- -Project Management, AGD in

Business Administration (More Than Two Years)

- -Administration
- -Business/Commerce
- -Entrepreneurial Management
- -Management
- -Management, Bachelor of (4 year)
- -Management, Bachelor of (3 year)

Business Administration (One Year or Less)

- -Administration
- -Business Administration
- -General Management
- -General Management Certificates - Online
- -Management
- -Project Management
- -Workplace Leadership Foundation

Business Administration (One to Two Years)

- -Administration - Post Diploma
- -Business
- -Business Administration
- -Management - Post Diploma
- -Management Studies
- -Management, Bachelor of - Post Diploma

Business Administration Specialties

- -Management for Engineers, Geologists and Geophysicists

Conflict Management

- -Conflict Analysis and Management

E-Commerce

- -Commerce - E-Commerce, Bachelor of
- -E-Business
- -E-Commerce Specialist Level 1 & Level 2
- -Electronic Commerce
- -Internet Marketing

Financial Planning and Investments

- -Certified Financial Planner

Golf Management

- -Golf Club Operations and Management

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

Health Administration

- Clinical Research
- Health Administration
- Health Administration - Post Diploma
- Health Care Management Levels I and II
- Health Care Quality Management
- Health Development Administration
- Health Information Systems Technology
- Health Studies (Master)
- Health Technology Management

Hospitality Management

- Hotel and Restaurant Management

Human Resources Management

- Human Resource Advanced
- Human Resource Management
- Human Resource Management Certificate - Online
- Human Resources Management
- Industrial Relations and Human Resources
- Industrial Relations and Human Resources - Certificate
- Industrial Relations and Human Resources - Post Diploma
- Organization
- Organization Post- Diploma

Human Services Administration

- Applied Human Service Administration
- Human Service Administration
- Human Services

Marketing and Sales

- Marketing
- Marketing Management

Public Administration

- Applied Land Use Planning
- Business Administration
- Development Approvals
- Justice & Public Safety Leadership
- Local Government Management
- Public Administration
- Public Sector Management

Real Estate Sales and Management

- Appraisal Institute of Canada
- Business in Real Estate
- Real Property Assessment
- Urban Land Economics

Technology Management

- Technology Management

Travel and Tourism Management

- Ski Resort Operations and Management
- Travel and Tourism Management

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting			
Accounting (Advanced)/ Accounting Technician Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 Year (33 credits) University Certificate in Advanced Accounting	The University Certificate in Accounting (or its equivalent) is required for enrolment in the program as the program is designed to build upon the the knowledge and skills developed in the University Certificate in Accounting (or equivalent).
Accounting/ Accounting Technician Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 Year (30 credits) to earn a University Certificate in Accounting	Anyone 18 years of age or older can apply for undergradute studies, regardless of previous academic achievement. A high-school diploma is not required.
Accounting/ Accounting Technician Specialization in: - Accelerated Accounting - Accounting Technician Delivery in: Also offered in Teleconference format.	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	7 Courses Certificate	A good general knowledge of English, tendency toward neatness and organizaton, and completed Junior Accounting Certificate.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business Administration (Graduate or Senior Executive)			
Business Administration (M.B.A.) Specialization in: - Business Administration - Information Technology Management - Agriculture - Project Management. Delivery in: Electronically delivered for home-study, plus week-long Summer School and two weekend schools are held at various locations across Canada. Students use Lotus Notes, a groupware product that enables students to access course information and materials, conduct group discussions, complete team projects, and submit course work electronically. Students, faculty and staff members are all connected, creating an interactive learning environment while giving students the support and services they need.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	2.5 - 3 Years 48 credits Master of Business Administration.	To be eligible for admission an applicant must have a first degree at an accredited university and at least three years of managerial experience that may include supervisory and professional experience with management level responsibilities OR an acceptable professional designation and at least five years of managerial experience that may include supervisory or professional experience with management level responsibilities.
Executive Management Delivery in: Online, brief residency	**Royal Roads University** Victoria (Main) (250) 391-2505 Toll Free 1-800-788-8028	Master of Business Administration (MBA)	Our MBA Programs are designed to be of most benefit to mid-career professionals. As such, work experience is a key requirement of admission to the programs. As a guideline, we suggest that each applicant should have seven to ten years of experience, with some of it at a managerial level. However, each application is examined on a case-by-case basis, and admission may be granted to applicants with less experience in some cases.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business Administration (Graduate or Senior Executive)			
Executive Management (Leadership) Specialization in: - Leadership Delivery in: Online, brief residency	**Royal Roads University** Victoria (Main) (250) 391-2505 Toll Free 1-800-788-8028	Master of Business Administration (MBA)	Our MBA Programs are designed to be of most benefit to mid-career professionals. As such, work experience is a key requirement of admission to the programs. As a guideline, we suggest that each applicant should have seven to ten years of experience, with some of it at a managerial level. However, each application is examined on a case-by-case basis, and admission may be granted to applicants with less experience in some cases. It is expected that most of our applicants will have already earned an undergraduate degree. However, this may not be an absolute requirement in all cases.
Leadership and Training Delivery in: Online, brief residency	**Royal Roads University** Victoria (Main) (250) 391-2505 Toll Free 1-800-788-8028	Master of Arts (MALT)	Admission to the M.A. in Leadership and Training program is based on an assessment of achievements through work and life experiences, as well as academic qualifications. The MALT Program is designed to be of most benefit to mid-career professionals. As such, work experience is a key requirement of admission to the programs. As a guideline, we suggest that each applicant should have a minimum of five years of leadership experience. However, each application is examined on a case-by-case basis, and admission may be granted to applicants with less experience in some cases. Many of our applicants will have already earned an undergraduate degree. However, this may not be an absolute requirement in all cases.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business Administration (Graduate or Senior Executive)			
MBA: Project Management Specialization in: - Teambuilding and Leadership for Project Managers - Advanced Project Management - Communication / Consulting Skills for Project Managers - Managing Stakeholders and External Issues - Power and Politics in Organizations - Risk Management Delivery in: Grouped study electronic format. There are specific start and completion dates and extensive use of the Internet.	**Athabasca University** Centre for Innovative Mgmt.	2.5 - 6 Years MBA in Project Management	Applicants must have an undergraduate degree at an accredited university or college plus at least 3 years of acceptable supervisory, professional or management experience, or have an acceptable professional designation plus at least 5 years of acceptable supervisory, professional or management experience. Special circumstances can lead to admission to the Advanced Graduate Diploma Management (AGDM) for an applicant who holds neither an undergraduate degree nor a professional designation, if they can demonstrate substantive management experience (at least 8 years) and relevant education/training. Students who successfully complete the AGDM are automatically eligible for entry to the MBA program.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

Business Administration (Graduate or Senior Executive)

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Management -Advanced Graduate Diploma Delivery in: Electronically delivered.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	14 Months - 3 Years 18 credits Advanced Graduate Diploma in Management	This program is designed for working managers and professionals who either do not wish to complete an MBA program at this time or who do not meet the educational requirements for entry into an MBA program. An applicant must either: meet the educational and work experience requirements as outlined for the MBA programs OR demonstrate substantive managerial experience (at least 8 - 10 years) and relevant education and training that would enable one to successfully complete graduate level studies. Applicants who hold neither an accredited degree nor a professional designation may be considered for entry into the AGDM program provided they can demonstrate to the admissions committee that they have sufficient depth and breadth of managerial experience, relevant education and training, and clear objectives for studying at the graduate level. Successful completion of the AGDM is accepted as an academic credential for admission to the MBA program stream.
Project Management, AGD in Delivery in: Grouped study electronic format. There are specific start and completion dates and extensive use of the Internet.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1.5 - 3 Years	An MBA degree from Athabasca University or an MBA degree (or an equivalent masters program, e.g., Master of Information Technology Management) from an accredited university or college and have completed a least three years of acceptable managerial experience that may include supervisory and professional experience with management level responsibilities. In addition, applicants must also display knoweldge of the foundation areas of project management.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business Administration (More Than Two Years)			
Administration Specialization in: - Health Administration - Industrial Relations and Human Resources - Management; Organization - Public Administration Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years (90 credits) Bachelor of Administration	Minimum 18 years of age regrardless of previous academic achievement. Students with an undergrad degree may have their B.Admin. requirements reduced by up to 60 credits based on relevance of previous coursework to this degree and coursework that was not used for credit to complete another credential.
Business/Commerce Delivery in: Various distance delivery modes including individualized study. Bachelor of Commerce core courses and an increasing number of electives are available online. In addition, some courses applicable to the program are offered in a classroom mode to students in Calgary and Edmonton. at designated colleges.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	4 Years 120 credits BComm Full or Part Time	Anyone 18 years of age or older can apply regardless of previous academic experience. A high-school diploma is not required. Students will not be accepted into the Bachelor of Commerce program if they have a degree in administration, business, commerce or management; or a degree with a major, concentration, or any other equivalency programs from Athabasca University or another university.Students who hold a recognized university degree may have their total Bachelor of Commerce program (i.e., 120 credits) reduced by up to 60 credits based upon course work completed in the first degree that is applicable to the Bachelor of Commerce.
Entrepreneurial Management Delivery in: Online, brief residency	**Royal Roads University** Victoria (Main) (250) 391-2505 Toll Free 1-800-788-8028	Bachelor of Commerce (BCom)	Contact school.
Management Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years 90 credits Bachelor of Administration Full or Part-time	Anyone 18 years of age or older can apply. A high-school diploma is not required.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business Administration (More Than Two Years)			
Management Delivery in: The management courses in this program have to be taken through either Athabasca University or the University of Lethbridge.	**Augustana University College** Camrose (Main) (780) 679-1100 Toll Free 1-800-661-8714	4 Years Bachelor of Management in Business Economics	Standard admission with Mathematics 30.
Management, Bachelor of (4 year) Specialization in: - Human Resources Management - Marketing Delivery in: Many courses are on-line, some available by grouped-study or individualized study.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	4 Years 120 credits Bachelor of Management	Anyone 18 years of age or older can apply for admission regardless of previous academic achievement. A high-school diploma is not required.
Management, Bachelor of (3 year) Delivery in: Many of the management courses are offered entirely online, and others offer significant online enhancements. In addition Athabasca University offers a growing number of grouped-study, online courses in September and January.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3-years (90 credits) to earn a Bachelor of Management Degree.	Anyone 18 years of age or older can apply regardless of previous academic achievement. A high-school diploma is not required.
Business Administration (One Year or Less)			
Administration Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 Year (30 credits) to earn a University Certificate in Administration	Anyone 18 years of age or older can apply, regardless of previous academic achievement. A high-school diploma is not required.
Business Administration Delivery in: Both Distance and Non-Distance	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103	1 Year Certificate	High school diploma or equivalent with minimum 60% in English 30/33 and 60% in Math 30A (Applied) or Math 30P (Pure) or Math 33 or Math 30 (50% minimum grade) or equivalent.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business Administration (One Year or Less)			
Business Administration Delivery in: The primary distance learning method used to deliver the program is audiographic teleconference.	**Northern Lakes College** Grouard (780) 849-8611 Slave Lake Wabasca (780) 751-3200 Transfers to: Fairview College Grande Prairie Regional College	1 Year Certificate and eligible to transfer to a 2 Year Business Administration Diploma	General high school diploma with a mark of at least 50% in English 30 (65% in English 33) and 55% in Math 30 (65% in Math 33) or equivalents. Math 30 is recommended. Mature student status also considered. You can also be accepted if you score at the Grade 12 level on the academic skills appraisal test for English and Math.
General Management Delivery in: Online - some courses are avilable via the Internet	**University of Calgary** Faculty of Continuing Education (403) 220-6292	300 Hours Certificate (8 to 9 courses over three years of part-time study)	Applicants for the program require a senior high school diplom or must be over twenty-three years of age and have suitable business experience.
General Management Certificates - Online Delivery in: Online	**University of Calgary** Faculty of Continuing Education (403) 220-6292	Minimum of 300 hours of instruction. Approximately 8 to 9 courses, over three years of part-time study. Certificate awarded upon successful completion. (Certificate will ladder for degree credit)	Applicants for the program require a senior high school diploma or must be overy twenty-three years of age and have suitable business experience. For program information or to register: Phone: (403) 220-2988 Email: mgtcerts@ucalgary.ca Web site: www.cted.ucalgary.ca/managementcertificates
Management Delivery in: Distance	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	11 Courses Certificate of Achievement (maximum 5 years to complete)	All courses can be transfered to the SAIT Business Administration diploma program and/or the Canadian Institute of Management.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business Administration (One Year or Less)			
Project Management Specialization in: - Time and Cost Management - Human Resources - Communications - Quality Management - Integration and Scope - Risk and Procurement Delivery in: Classroom, 3 modules online	**Mount Royal College** Continuing Education (403) 240-6875	6 Courses Certificate	18 years of age or older.
Workplace Leadership Foundation Delivery in: Internet, print	**Open Learning Agency** Burnaby (Main) (604) 431-3000 Toll Free 1-800-663-1663	Certificate	Open admission. Contact school.
Business Administration (One to Two Years)			
Administration - Post Diploma Specialization in: - Health Administration - Management - Organization - Industrial Relations and Human Resources. Delivery in: Various distance and on-line delivery modes or on-site where available at approved community colleges and technical institutes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 - 2 Years 90 credits Bachelor of Administration (Post-Diploma).	Diploma holders of approved two or three-year diploma programs in business, administration, or related field from an accredited college or technical institute may be granted up to 60 - 66 credits. Holders of approved two or three-year professional diplomas not in business administration or a related field, may be granted a block transfer of 36 credits.
Business Delivery in: Home study videos, print packages, labs and/or the Internet.	**SIAST (Palliser Campus)** Moose Jaw (Main) (306) 694-3200 Toll Free 1-800-667-0055	Diploma	Contact school. lind@siast.sk.ca
Business Administration Specialization in: General Delivery in: Print, Internet, E-mail, Practicum	**Assiniboine Community College** Brandon (Main) (204) 726-6742 Toll Free 1-800-862-6307	Diploma. 2 year equivalent. 120 Credits.	Grade 12 with Math and English or equivalent. Applicants who lack sufficient formal education admission requirements may apply for special admission status.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business Administration (One to Two Years)			
Business Administration Specialization in: - Accounting Major - General Business Administration - Entrepreneurship Major - Management Major - Marketing Major (completion of 44 credits in the selected major)	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103 Transfers to: Athabasca University University of Great Falls University of Lethbridge, The	2 Years Diploma	Successful completion of the General Business Certificate or equivalent. Students are accepted for the Fall, Winter or Spring term.
Business Administration Specialization in: -Accounting -General Management -Marketing -Financial Services Delivery in: E-learning	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: Athabasca University University of Lethbridge, The	2 Year Diploma (Part-time and evening course option)	Alberta High School Diploma or equivalent with at least 50% in Pure Math 30 or Applied Math 30 (33), and English 30 or 33. For upgrading options, please see our Pre-Careers program. In 2000, 95% of our accounting graduates, 97% of our financial services graduates, 100% of our general management graduates and 97% of our marketing graduates were employed within 6 to 9 months. The starting salary range was $13,800 to $40,000 per year for accounting graduates, $18,000 to $36,000 for financial services graduates, $17,700 to $50,000 for general management graduates and $18,000 to $55,000 for marketing graduates.
Business Administration Delivery in: Web components, Print, Computer Conferences	**University of Victoria** Division of Continuing Studies (250) 742-4747	8 Courses Certificate; 6 Courses Diploma	Program is designed to provide mid-career learners with an effective working knowledge of the analytical tools and management concepts used in modern business and a grounding in the practical management skills required in contemporary business activities.
Management - Post Diploma Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 Year 30 credits Bachelor of Administration (Post Diploma)	Student must hold an approved two or three diploma in Business, Administration, or a related field from an accredited college or technical institute. Up to 66 credis granted towards the degree program.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business Administration (One to Two Years)			
Management Studies Delivery in: Distance	**Open Learning Agency** Burnaby (Main) (604) 431-3000 Toll Free 1-800-663-1663	Certificate in Management Studies; Diploma in Management Studies	Open admission. Contact school.
Management, Bachelor of - Post Diploma Specialization in: - Human Resources Management - Marketing (only with 4 year programs) Delivery in: Many courses are on-line, some available by grouped-study, and individualized study.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 - 2 Years Bachelor of Management (Post Diploma) Full or Part-time	The post diploma route to the B.Mgt. degree will award college alumni with diplomas (in business administration, management, or a closely related field) a block transfer of up to 60 credits, the equivalent of two full years of university study. Most diploma holders will receive between 54 and 60 credits towards this degree. The block transfer award is determined as follows: a diploma holder will receive 45 credits for the business courses in the diploma. Up to an additional 15 credits will be awarded for courses in the diploma that are Arts and Sciences courses. Courses in communications, computing science, economics, English, quantitative methods, statistics, and writing skills will count as Arts and Sciences courses. Students enrolling in the post diploma stream who receive a block transfer award of less than 60 credits must complete additional Arts and Sciences credits to reach the 60 credit figure. These students then complete the final 30 credits in the three year degree program or the final 60 credits to earn the four year degree.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Business Administration Specialties			
Management for Engineers, Geologists and Geophysicists Delivery in: Online - some courses are available via the Internet	**University of Calgary** Faculty of Continuing Education (403) 220-6292	300 Hours Certificate (8 to 9 courses, over three years of part-time study) Certificates will be awarded only after membership is confirmed by APEGGA	Applicants for the program require a senior high school diploma or must be over twenty-three years and age and have suitable business experience. Offered in co-operation with the Association of Professional Engineers, Geologists and Geophysicists of Alberta (APEGGA).
Conflict Management			
Conflict Analysis and Management Delivery in: Online, brief residency	**Royal Roads University** Victoria (Main) (250) 391-2505 Toll Free 1-800-788-8028	Master of Arts (MA)	Contact school.
E-Commerce			
Commerce - E-Commerce, Bachelor of Delivery in: This program will use online enhancements to emulate the e-commerce business environment.The major core and options will be delivered by a combination of e-Classes and individualized-study course delivery methods.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	4 Years 120 credits BComm	Students will not be accepted into the program if they have a degree in administration, business, commerce or management; or a degree with a major, concentration, or any other equivalency programs from Athabasca University or another university. To gain entrance to the e-Commerce major, students must complete ACCT 253 Introductory Financial Accounting (or equivalent) and ADMN 232 Administrative Principles (or equivalent), each with a grade of 60 percent or more. Provisional program entrance will be allowed until these requirements are met.
E-Business Delivery in: Online	**University of British Columbia** Vancouver (Main) (604) 822-6565	Certificate	Review the certificate web page of the program you are interested in for further details. http://www.tech.ubc.ca/ebusiness/

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
E-Commerce			
E-Commerce Specialist Level 1 & Level 2 Delivery in: Online	**Selkirk College** Trail Campus (250) 368-5236	720 Hours Certificate (Level 1); 720 Hours Certificate (Level 2)	Grade 12 or equivalent. ABT110 keyboarding (or equivalent net 20 wpm). ABT125 Windows.
Electronic Commerce Delivery in: Online	**British Columbia Institute of Technology** Distance Education (604) 451-6733	Associate Certificate	Students should have experience with web browsers, word processors, presentation software and spreadsheets.
Internet Marketing Delivery in: Online	**University of British Columbia** Vancouver (Main) (604) 822-6565	Certificate	Review the certificate web page of the program you are interested in for further details. http://www.tech.ubc.ca/netmark/
Financial Planning and Investments			
Certified Financial Planner Specialization in: - Financial Planning - Investments - Risk Management - Professional Practice Delivery in: Partially online	**Mount Royal College** Continuing Education (403) 240-6875	6 Courses Certificate (42 Hours Each)	18 years of age or older.
Golf Management			
Golf Club Operations and Management Delivery in: Online	**Selkirk College** Nelson Campus (250) 352-6601	Certificate	Selkirk College has adopted an open learning admissions policy for golf club management distance learning courses. However, the courses were designed for golf club employees, and all distance learners will need access to a golf club to gain maximum benefit from the distance learning courses. Also, the college recommends solid written and oral communication skills as a prerequisite to taking golf distance learning courses.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Health Administration			
Clinical Research Delivery in: Online	**British Columbia Institute of Technology** Distance Education (604) 451-6733	Advanced Speciality Certificate	A diploma or degree in the health care field including but not limited to; nursing, physiotherapy, respiratory and laboratory technology, kinesiology and engineering. Basic computer skills proficiency: word processing, e-mail, Internet. Access to a computer.
Health Administration Delivery in: Various distance and onl-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years 90 credits Bachelor of Administration Full or Part-time	Anyone 18 years of age or older can apply regardless of previous academic achievement. A high-school diploma is not required.
Health Administration - Post Diploma Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 - 2 Years 120 credits Bachelor of Administration (Post-Diploma) Full or part-time.	The Bachelor of Administration (Post Diploma) is open to holders of approved two- or three-year diplomas from an accredited college or technical institute. Up to 66 credits can be granted towards the degree program.
Health Care Management Levels I and II Delivery in: Distance	**British Columbia Institute of Technology** Distance Education (604) 451-6733	Certificate	Consult with school.
Health Care Quality Management Delivery in: Online	**British Columbia Institute of Technology** Distance Education (604) 451-6733	Advanced Speciality Certificate	English language proficiency, minimum 2 year diploma in health profession or the Health Care Management Certificates Level 1 or 2, or a health professional degree and two years experience in a health care setting.
Health Development Administration Delivery in: Offered to students in two modes: individualized study or grouped study. Two practicums are offered in spring/summer of year one and two.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	2 Years 60 credits University Certificate in Health Development Administration.	Anyone 18 years of age or older can apply, regardless of previous academic achievement.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Health Administration			
Health Information Systems Technology Delivery in: Web-based technologies	**British Columbia Institute of Technology** Distance Education (604) 451-6733	Advanced Speciality Certificate	Minimum 2 year diploma of technology (e.g. Nursing, Medical Lab, Medical Imaging etc.) or equivalent, or degree in health care or related field; and 2 years experience in health care setting. Suitable combination of work experience and education will also be considered. English language proficiency.
Health Studies (Master) Specialization in: - Leadership stream (open to any health professional with a degree) - Nursing Practice stream (available to registered nurses holding a bachelor degree) Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	Up to 7 Years 33 credits Master of Health Studies [MHS])	Must be a graduate of a health-related baccalaureate program. Additionally, applicants to the MHS (ANP) stream must have a baccalaureate degree in nursing, a minimum of two years of professional nursing experience, nursing registration, certification in BLS and immunization status. Some courses have a practicum requirement. Some participating health authority/institution may request a criminal record check.
Health Technology Management Delivery in: Online	**British Columbia Institute of Technology** Distance Education (604) 451-6733	Advanced Specialty Certificate	A diploma or degree in a health or business related field, including but not limited to nursing, laboratory technology, engineering and health care management. English language proficiency.
Hospitality Management			
Hotel and Restaurant Management Delivery in: Regular Classroom settings; Distance	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103	2 Years Diploma	Alberta High School Diploma or equivalent with credit in English 30 or 33, Math 30 or 33 (50% minimum grade) or Math 30A (Applied) or Math 30P (Pure). Equivalencies accepted. Applicants are accepted for the Fall or Winter term.
Human Resources Management			
Human Resource Advanced Delivery in: Home Study	**SIAST (Palliser Campus)** Moose Jaw (Main) (306) 694-3200 Toll Free 1-800-667-0055	Certificate	Contact school. allen@siast.sk.ca

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Human Resources Management			
Human Resource Management Delivery in: Print, Telephone Tutoring, Computer Discussion Board	**Red River College** Winnipeg (Main) (204) 632-2451 Toll Free 1-800-616-1113	12 Course Certificate	None
Human Resource Management Delivery in: Online - some courses are avilable via the Internet	**University of Calgary** Faculty of Continuing Education (403) 220-6292	300 Hours Certificate (8 to 9 courses, over three years of part-time study)	Applicants for the program require a senior high school diploma or must be over twenty-three years of age and have suitable business experience. Offered in cooperation with The Human Resources Association of Calgary.
Human Resource Management Certificate - Online Specialization in: Offered in cooperation with the Human Resources Association of Calgary Delivery in: Online	**University of Calgary** Faculty of Continuing Education (403) 220-6292	Minimum of 300 hours of instruction. Approximately 8 to 9 courses over three years of part-time study. Certificate awarded upon successful completion. (Certificates will ladder for degree credit)	Applicants for the program require a senior high school diploma or must be over twenty-three years of age and have suitable business experience. For program information or to register: Phone: (403) 220-2988 Email: mgtcerts@ucalgary.ca Web site: www.cted.ucalgary.ca/managementcertificates
Human Resources Management Delivery in: Online, brief residency	**Royal Roads University** Victoria (Main) (250) 391-2505 Toll Free 1-800-788-8028	Master of Business Administration (MBA)	Our MBA Programs are designed to be of most benefit to mid-career professionals. As such, work experience is a key requirement of admission to the programs. As a guideline, we suggest that each applicant should have seven to ten years of experience, with some of it at a managerial level. However, each application is examined on a case-by-case basis, and admission may be granted to applicants with less experience in some cases.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Human Resources Management			
Industrial Relations and Human Resources Specialization in: Industrial Relations and Human Resources Delivery in: Various distance and on-line deivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years 90 credits Bachelor of Administration Full or Part-time	Anyone 18 years of age or older is eligible to apply. A high-school diploma is not required.
Industrial Relations and Human Resources - Certificate Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 Year 30 credits University Certificate	Anyone 18 years of age or older can apply. A high-school diploma is not required.
Industrial Relations and Human Resources - Post Diploma Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1- 2 Years 30 credits Bachelor of Administration (Post Diploma)	To enroll a student must hold an approved two or three year diploma in business administration or related field from an accredited college or technical institution. Up to 66 credits can be granted towards the 120 credit degree program.
Organization Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years 90 credits Bachelor of Administration	Anyone 18 years of age or older can apply. A high-school diploma is not required.
Organization Post- Diploma Specialization in: The Organization concentration is designed to encourage an understanding of how individuals and groups behave in an organization, the way organizations shape individual action, and the way organizations are, in turn, shaped by society. Delivery in: Various distance and on-line deliveries.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 Year 30 credits Bachelor of Administration (Post Diploma)	Student must hold an approved two or three year diploma in Business, Administration, or a related field from an accredited college or technical institute. Up to 66 credits granted towards the degree program.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

Human Services Administration

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Applied Human Service Administration Delivery in: Print	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	3 - 5 Years Bachelor of Applied Human Service Administration Post-Diploma Certificate (part-time self-study or distance delivery)	Regular Admission - Possess a two year Diploma or Degree from a recognized public college in a human service or related field. ENGLI-111, Communications with min C- or Equivalent. Administrative responsibilty an asset.
Human Service Administration Delivery in: -Home-study -Various distance delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	Bachelor of Professional Arts, Human Services	College diploma in a related discipline.
Human Services Delivery in: Select from individualized or group study modes. Each mode allows for a number of different learning methods including home-study, e-Class, seminars, classroom instruction, teleconferencing, videoconferencing, teleconferencing, telecourses, Internet, and computer media.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	2 Years 120 credits Bachelor of Professional Arts	The program is open to students who have graduated from an accredited college with a 2-year diploma in a field related to Human Services. Up to 60 credits can be transferred towards the 120 credit BPA-HS.

Marketing and Sales

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Marketing Delivery in: Distance	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	8 Courses Certificate of Achievement (maximum 5 years to complete)	Courses can be transferred to the Business Administration diploma.
Marketing Management Delivery in: Online - some courses are available via the Internet	**University of Calgary** Faculty of Continuing Education (403) 220-6292	300 Hours Certificate (8 to 9 courses, over three years of part-time study)	Applicants for the program require a senior high school diploma or must be over twenty-three years of age and have suitable business experience.

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Public Administration			
Applied Land Use Planning Delivery in: * Eight courses including the one elective * Five courses available via Internet distance delivery or correspondence	**University of Alberta** Faculty Of Extension (780) 492-3116	* 300 hours (Minimum of 13 courses, made up of 12 CORE courses and one elective) ALUP Certificate Program	The minimum requirement for this program is a high school diploma (or a mature student status equivalency) and one of the following: 1. relevant experience in a municipal planning and development environment; or 2. a position in a supporting capacity in municipal planning and development; or 3. a related municipal position that in part performs the role of municipal planning and development.
Business Administration Delivery in: Distance	**Open Learning Agency** Burnaby (Main) (604) 431-3000 Toll Free 1-800-663-1663	Bachelor of Business Administration (Option 1 or Option 2 [Public Sector Management])	Contact school.
Development Approvals Delivery in: Correspondence or seminar formats	**British Columbia Institute of Technology** Engineering Technologies (604) 451-6984 Toll Free 1-800-663-3606	Associate Certificate	Contact school.
Justice & Public Safety Leadership Delivery in: Online, brief residency	**Royal Roads University** Victoria (Main) (250) 391-2505 Toll Free 1-800-788-8028	Master's of Justice & Public Safety Leadership (partnership with Justice Institute of British Columbia)	Admission to the Masters Program in Justice and Public Safety Leadership is based on an assessment of achievements through work and life experiences, as well as academic qualifications. The program is designed to be of most benefit to mid-career professionals. As such, work experience is a key requirement of admission to the programs. As a guideline, we suggest that each applicant should have a minimum of five years of leadership experience. However, each application is examined on a case-by-case basis, and admission may be granted to applicants with less experience in some cases. Many of our applicants will have already earned an undergraduate degree. However, this may not be an absolute requirement in all cases.

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*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Public Administration			
Local Government Management Delivery in: Computer conferences, Print, Audio/video, Campus-based workshops	**University of Victoria** School of Public Administration (250) 721-8067	12 Courses Diploma	This program offers professional education to managers and administrators employed in the local government sector in British Columbia. A first university degree or the equivalent is normally the prerequisite to enrolment. Mature applicants who are particularly qualified by appropriate experience are normally also admissible.
Public Administration Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 - 3 Years 90 credits Bachelor of Administration	Anyone 18 years of age or older can apply regardless of previous academic experience. Students with an undergraduate degree may have their Bachelor of Administration program requirements reduced by up to 60 credits based on: course work completed in obtaining the previous undergraduate degree if that course work is relevant to the Bachelor of Administration program; additional course work that was not used for credit to complete the previous undergraduate degree.
Public Administration Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 Year 30 credits University Certificate in Public Administration.	Anyone 18 years of age or older can apply regardless of previous academic experience. Students holding a Bachelor of Administration or a degree in public administration (or a similar area, e.g., economics or political science) cannot enrol in the University Certificate in Public Administration.
Public Sector Management Delivery in: Print, Computer conferences, Audio, Video	**University of Victoria** School of Public Administration (250) 721-8067	12 Courses Diploma	The program offers professional education to managers and administrators at all levels of government (federal, provincial, and municipal, plus agencies and crown corporations) as well as other non-profit organizations.

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Real Estate Sales and Management			
Appraisal Institute of Canada Delivery in: Online	**University of British Columbia** Vancouver (Main) (604) 822-6565	Program will earn students between 50 and 60 degree credits toward the Bachelor of Business in Real Estate Program (BBRE), as offered by the University of British Columbia (UBC)	Graduation from high school at the university entrance level. This program has been designed for practitioners already employed in the appraisal industry who want to upgrade their education, and for highly-motivated people seeking to join the industry.
Business in Real Estate Delivery in: Distance	**Open Learning Agency** Burnaby (Main) (604) 431-3000 Toll Free 1-800-663-1663	Bachelor of Business in Real Estate	UBC Diploma in ULE, or equivalent (provisional admission may be awarded to students who have not yet received their ULE diploma but have completed at least six courses in the ULE diploma program) with a grade point average (GPA) of 2.0 or greater and demonstrated proficiency in English. Students with a GPA of less than 2.0 are eligible for admission to the degree program, but may receive less transfer credit for the ULE diploma.
Business in Real Estate Delivery in: Online	**University of British Columbia** Vancouver (Main) (604) 822-6565	Bachelor Degree (BBRE)	Admission to the BBRE will require graduation from the Urban Land Economics Diploma or equivalent, with a grade point average of 2.0 (60%) or greater. Students will also be required to demonstrate proficiency in English.
Real Property Assessment Delivery in: Online	**University of British Columbia** Vancouver (Main) (604) 822-6565	Certificate	Designed for practitioners already employed in the real estate industry who want to upgrade their education, and for highly-motivated people seeking to join the industry. Many of the courses in the Diploma Program require familiarity with basic algebra. Students embarking on this Program must have their grade 12 or equivalent standing and must submit their high school transcript with their registration form.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Real Estate Sales and Management			
Urban Land Economics Delivery in: Online	**University of British Columbia** Vancouver (Main) (604) 822-6565	Diploma	Many of the courses in the Diploma Program require familiarity with basic algebra. Students embarking on this Program must have their grade 12 or equivalent standing and must submit a copy of their high school transcript with their registration form.
Technology Management			
Technology Management Delivery in: Distance	**British Columbia Institute of Technology** Engineering Technologies (604) 451-6984 Toll Free 1-800-663-3606	Bachelor of Technology	Diploma in Technology from BCIT or equivalent institution OR a related degree from a recognized program. Two years of relevant work experience subject to department approval. English 12 or equivalent. English language proficiency.
Technology Management Specialization in: - Aircraft Maintenance Engineering Option Delivery in: Distance	**Open Learning Agency** Burnaby (Main) (604) 431-3000 Toll Free 1-800-663-1663	Bachelor of Technology (Technology Management)	A two-year diploma in technology, or its equivalent. Admission into the degree program is determined on the basis of previous studies, work experience, and availability of suitable advanced technical specialty courses.
Travel and Tourism Management			
Ski Resort Operations and Management Delivery in: Online	**Selkirk College** Nelson Campus (250) 352-6601	Certificate	For Tourism Distance Learning courses we are following an open admissions policy for mature students. High school age students may take some distance learning courses under special circumstances. All courses are designed for students who are currently working in the ski industry. Students who are not working in the industry will need to make extra efforts to derive full benefit from "hands-on" or experience-based learning activities.

BUSINESS, MANAGEMENT AND ADMINISTRATIVE STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Travel and Tourism Management			
Travel and Tourism Management Specialization in: - Travel industry specialist major - Tourism industry specialist major	**Medicine Hat College** Medicine Hat (403) 529-3819 (Main) Transfers to: Athabasca University	2 Years Diploma	High school diploma with Grade 12 English and Grade 11 Mathematics, or mature student status. Students have up to three years to complete all the courses in the 2 year program through Distance Education.

CLERICAL AND ADMINISTRATIVE SUPPORT

Accounting Support (Six Months or Less)
- Basic Bookeeping

Accounting Support (Six Months or More)
- Practical Bookkeeping

Accounting Tax Specialist
- Income Tax Preparation

Legal Assistant
- Legal Assistant

Medical Office Support
- Medical Office Receptionist

Medical Transcription and Records
- Advanced Medical Transcription
- Health Record Technician
- Medical Transcription

Medical Unit Clerk
- Nursing Unit Clerk

Office Administration
- Administrative Technology
- Business Skills
- Office Administration
- Office Management

Office Support (Six Months or Less)
- Microcomputer Applications

Office Support (Six Months or More)
- Applied Business Technology

Word Processing
- Word Processing Applications

CLERICAL AND ADMINISTRATIVE SUPPORT

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Accounting Support (Six Months or Less)			
Basic Bookeeping Delivery in: Print	**Liberty Tax Service** Winnipeg (Main) (204) 949-3636 Toll Free 1-800-665-5144	3 Months Certificate	No formal education requirements.
Accounting Support (Six Months or More)			
Practical Bookkeeping Delivery in: Print	**Mann Career Training Ltd.** Spruce View (Main) (403) 728-0029	23 Lessons	Correspondence program contact school.
Accounting Tax Specialist			
Income Tax Preparation Delivery in: Print	**Liberty Tax Service** Winnipeg (Main) (204) 949-3636 Toll Free 1-800-665-5144	3 Months Certificate	No formal education requirements.
Legal Assistant			
Legal Assistant Delivery in: Internet-based	**Capilano College - North Vancouver** North Vancouver (Main) (604) 986-1911 EXT 2361	Up to 5 Years to complete Certificate	A least 2 years of legal secretarial or paralegal experience and be presently working in a law office.
Legal Assistant Delivery in: The Legal Focus Certificate courses are available through distance delivery in an online format. Students must have access to the Internet and e-mail in order to participate in online courses. Please see page 146 of the Academic Calendar for details.	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630	1 Year Legal Focus Certificate; 2 Year Legal Assistant Diploma	Legal Focus Certificate (intended for, but not restricted to students currently employed in a legal environment): There are no formal admission requirements. The English requirement for the Legal Assistant Diploma program is highly recommended, but not required. Diploma: High school diploma -OR- mature student status -AND- essay. It is to the student's advantage to have basic keyboarding skills before beginning the program.
Medical Office Support			
Medical Office Receptionist Delivery in: Print	**Mann Career Training Ltd.** Spruce View (Main) (403) 728-0029	20 Lessons	Correspondence program contact school.

CLERICAL AND ADMINISTRATIVE SUPPORT

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Medical Transcription and Records			
Advanced Medical Transcription Delivery in: Online	**Selkirk College** Trail Campus (250) 368-5236	Certificate	Graduation certificate from a senior secondary school or equivalent. A post-secondary certificate in Applied Business Technology or equivalent work experience an asset. Minimum typing speed of 50 net wpm. Proficient use of word processing.
Health Record Technician	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	44 Week Certificate (8 Week practicum)	Alberta High School Diploma or equivalent with at least 60% average in English 30 or 33 and Biology 30. For upgrading options, please see our Pre-Careers program. In 2000, 100% of our graduates were employed within 6 to 9 months. Their starting salary range is $18.06 - $21.92/hr according to the Health Sciences Associations August 2001 collective agreement.
Medical Transcription Delivery in: Students enrolled in this program are required to attend the SAIT campus. However, due to the heavy course load, many daytime courses are available through correspondence or teleconferencing.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	36 Week Certificate (Four-week practicum)	Alberta High School Diploma or equivalent with at least 60% average in English 30 or 33 and Biology 30. For upgrading options, please see our Pre-Careers program. English Language Proficiency Requirement. In 2000, 100% of our graduates were employed within 6 to 9 months. Their starting salary range was $20,400 to $27,550 per year.
Medical Unit Clerk			
Nursing Unit Clerk Delivery in: Online	**Selkirk College** Trail Campus (250) 368-5236	Certificate	Grade 12 or equivalent, typing speed of net 45 words per minute, ABT114A Word Processing Level One or equivalent, ABT125 Windows 95/98 or equivalent, ABT143 Medical Terminology or AMT130 Medical Terminology. A criminal record check is also required.

CLERICAL AND ADMINISTRATIVE SUPPORT

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Administrative Technology Specialization in: - Certificate Program - Basic Curriculum, Advanced Curriculum - Diploma Program - Legal Office Assistant, Legal Secretary, Microcomputer Office Specialist, Computerized Accounting Assistant, E-Commerce Specialist. - Intensive Diploma Program - Legal Secretary, Microcomputer Office Specialist, Computerized Accounting Assistant, E-Commerce Specialist, Legal Office Assistant. Delivery in: Certificate program available through distance delivery.	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772	1 Year Certificate; 2 Years Diploma; 1 Year Intensive Diploma	If you are entering the program directly from high school, you require a High School Diploma including the following courses with a minimum grade of 50%, English 30 or 33, Math at the grade 11 level. If you are a mature student and do not meet the requirements, you must attain a minimum score on an appropriate entrance test. (The Office Administration Certificate is offered by Distance Delivery as part of the Alberta North program. This program is designed for distance delivery to communities that do not have college campuses.)
Business Skills Delivery in: Distance	**Open Learning Agency** Burnaby (Main) (604) 431-3000 Toll Free 1-800-663-1663	Certificate	Open admission. Contact school.
Office Administration Specialization in: Office Administration	**Fairview College** High Level (780) 926-2573 Toll Free 1-800-995-2573 Peace River (780) 624-4616 Toll Free 1-888-999-4616 St. Albert	1 Year Certificate	Alberta high school diploma with a "C" or better in Grade 11 Math and Grade 12 English. Adult Status is also available it you've been out of school for atleast one year but admission is not automatic. Adult Status applicants must submit an application and letter outlining your education, experience, and reasons for seeking admission to the program.
Office Administration Specialization in: - Accounting - Electronic Publications - Information Processing Delivery in: Home-study	**Northern Lakes College** McLennan (780) 751-3200	40 Weeks Certificate	Route One: Submit a transcript showing grades of at least 65% in English 33 or 55% in English 30 and at least 65% in Math 13 or 14. Route Two: Must successfully complete an entrance exam. This means a reading comprehension level equivalent to Grade 12 and Grade 10 Math computations level. Attend a pre-acceptance session.

CLERICAL AND ADMINISTRATIVE SUPPORT

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Office Administration			
Office Administration Specialization in: - Accounting - Business Communications - Information Processing Delivery in: Mixture of face-to-face instructor based, distance delivery, and individual study.	**Northern Lakes College** Grouard (780) 849-8611 Slave Lake Smoky River Valleyview (780) 751-3200 Transfers to: Grant MacEwan College Northern Alberta Institute of Technology	40 Weeks Certificate	Route One: Submit a transcript showing grades of at least 65% in English 33 or 55% in English 30 and at least 55% in Math 13 or Applied Math 10 or 65%in Math 24. Route Two: Applicants without high school credits must successfully complete an entrance exam. This means successful completion of a reading comprehension level equivalent to Grade 12 and Grade 10 Math computations level. All applicants must attend a pre-acceptance session.
Office Management Delivery in: Internet	**Selkirk College** Trail Campus (250) 368-5236	Diploma	Applied Technology Certificate. COMM240 (Intro to Financial Accounting) is strongly recommended.
Office Support (Six Months or Less)			
Microcomputer Applications Delivery in: Online, Print, Telephone Tutoring	**Red River College** Winnipeg (Main) (204) 632-2451 Toll Free 1-800-616-1113		None
Office Support (Six Months or More)			
Applied Business Technology Delivery in: Online	**Selkirk College** Trail Campus (250) 368-5236	Certificate	Grade 12 or equivalent.
Word Processing			
Word Processing Applications Delivery in: Home study or in-class instruction	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669	7 Courses Certificate (part-time)	None

COMMUNICATIONS, JOURNALISM AND RELATED STUDIES

Communications and Writing

- -Communication Arts
- -Communications Studies

Public Relations

- -Public Relations and Communication Management

COMMUNICATIONS, JOURNALISM AND RELATED STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Communications and Writing			
Communication Arts Specialization in: - Advertising/Public Relations - Broadcast Journalism (Radio and TV) - Print Journalism	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103 Transfers to: Athabasca University University of Calgary University of Great Falls University of Lethbridge, The	2 Years Diploma	High school diploma or equivalent with minimum 60% in English 30 or 70% in English 33 or equivalent and a minimum of 60% in Social Studies 30 or equivalent. Also required to achieve a minimum 60th percentile in Reading and Sentence Skills of Computerized Placement Test or equivalent. Interview & 500 word composition paper required. Voice suitability for Broadcast applicants. All program assignments must be typed, lack of keyboarding skills could inhibit achievement.
Communications Studies Delivery in: Various distance delivery and on-line modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	2 Years 120 credits Bachelor of Professional Arts	Student must hold a recognized two- or three-year diploma in a related field from a college or technical institute. A maximum of 60 credits may be awarded towards the admission requirements for this program. A maximum of 30 PLAR credits may be awarded towards the remaining credits in the program.
Public Relations			
Public Relations and Communication Management Delivery in: Online, brief residency	**Royal Roads University** Victoria (Main) (250) 391-2505 Toll Free 1-800-788-8028	Master of Business Administration (MBA)	Our MBA Programs are designed to be of most benefit to mid-career professionals. As such, work experience is a key requirement of admission to the programs. As a guideline, we suggest that each applicant should have seven to ten years of experience, with some of it at a managerial level. However, each application is examined on a case-by-case basis, and admission may be granted to applicants with less experience in some cases.

COMPUTER AND INFORMATION TECHNOLOGY

Computer Engineering Technology

- -Computer Engineering Technology

Computer Science

- -Computer/E-Management Information Systems
- -Computing Technology

Computer Systems Analyst

- -Computing Studies
- -Information Systems
- -Information Systems Programmer/Analyst

Computer Systems Security Analyst

- -Internet & Technology Security

Computer Systems and Electronics Technology

- -Computer Technology
- -Computerized Control Systems

Information Technology Management

- -Computer Based Information Systems
- -Computer/Computing Science
- -Computing and Information Systems
- -Digital Technologies Management
- -Information Systems
- -Information Technology Management
- -Management

Web E-Commerce Specialist

- -Internet Business and Technology Consultant

Web and Multimedia Digital Design

- -WEB Designer
- -WEB Developer

COMPUTER AND INFORMATION TECHNOLOGY

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Engineering Technology			
Computer Engineering Technology Delivery in: Students unable to attend SAIT full-time for two years may wish to consider a creative learning approach called Networked Learning. This allows students to take first and second semester courses at a distance, either through self-paced courses at any time depending on your schedule or through a paced delivery model where you will start your courses in September or January and complete them in December or April respectively. Please refer to the Networked Learning section of SAIT's calendar. All program students are required to participate in e-learning, which is a package of services that includes the use of a Pentium laptop computer, a suite of software application, full Internet access, training and technical support.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	2 Year Diploma	Alberta High School Diploma or equivalent with at least 50% in Pure Math 30 or Applied Math 30 (33), and English 30 or 33. For upgrading options, please see our Pre-Careers program. Students can also be accepted into the program's second semester after successfully completing SAIT's Allied Technology Studies program. All applicants meeting the minimum requirements must complete SAIT's Math and English placement tests to give them priority in the selection process. In 2000, 96% of our graduates were employed within 6 to 9 months. The starting salary range was $23,600 to $49,200 per year.
Computer Science			
Computer/E-Management Information Systems Delivery in: Various distant deliverly and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	4 Years 120 credits Bachelor of Science in Computing and Information Systems	Anyone 18 years of age or older can apply regardless of previous academic achievement. Athabasca University will not grant transfer credit for individual computer science courses that were completed more than five years ago unless students can supply evidence of employment indicating they are current in the computer science-related field/profession.

COMPUTER AND INFORMATION TECHNOLOGY

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Science			
Computing Technology Delivery in: Distance	**Open Learning Agency** Burnaby (Main) (604) 431-3000 Toll Free 1-800-663-1663	Bachelor of Technology (Computing)	Completion of a recognized diploma in computing science (not available through OLA) or equivalent background in computing science, and permission of OLA. Mathematics and English 12 are normally prerequisites. Limited credit may be applicable for OLA IT programs. Students are required to contact an OLA program advisor to develop an approved program plan for completing the degree.
Computer Systems Analyst			
Computing Studies Delivery in: Distance	**Simon Fraser University** Burnaby (Main) (604) 291-3524 Toll Free 1-800-663-1411	Certificate	Contact the Centre for Distance Education.
Information Systems Delivery in: Requires full unrestricted access to the WEB. Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	5 Years 24 course credits plus 9 credit MSc Project -or- 30 course credits plus 3 credit Masters Essay Master of Science-Information Systems	A baccalaureate degree from a recognized post secondary institution in computer science, information systems or related area, or hold a baccalaureate degree from a recognized post secondary institution and have significant information systems experience. To participate in the program, each student must own or have access to a minimum computer hardware and software configuration.
Information Systems Programmer/Analyst Specialization in: -C Programming -Visual Basic Delivery in: Online, Print, Telephone Tutoring	**Red River College** Winnipeg (Main) (204) 632-2451 Toll Free 1-800-616-1113	14 Course Certificiate	None

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Systems Security Analyst			
Internet & Technology Security Delivery in: Online	**University of British Columbia** Vancouver (Main) (604) 822-6565	Certificate	Post-secondary education, computer literacy, English language proficiency, computer networks or law enforcement/corporate security experience. Competence with basic Internet applications (dial-in access, email, web browsers, ftp, news, etc.) and the ability to download and install applications such as QuickTime, Adobe Acrobat Reader. Full Internet access including email to access online curriculum, online discussions and communicate with tutors and fellow participants. Access to a computer to complete assignments and projects (UBC Continuing Studies does not provide access to computer labs for coursework). If you are entering the program from a computer network aspect you must have certified training in Windows NT, Novell, UNIX or Linux, or comparable work experience. If you are entering the program from an investigation aspect you must have law enforcement training or corporate security experience, and a basic understanding of computers, networks and the Internet.

COMPUTER AND INFORMATION TECHNOLOGY

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer Systems and Electronics Technology			
Computer Technology Specialization in: -Information Systems -Technical Systems Delivery in: All Computer Technology students must participate in e-learning, a package of services that includes the use of a laptop computer, a suite of application software, full Internet access, training and technical support.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: Athabasca University University of Calgary	• 2 Year Diploma (Part-time delivery options for most courses) Co-operative education component	Alberta High School Diploma or equivalent with at least 50% in English 30, Pure Math 30, and a minimum 21-hour programming course. For upgrading options, please see our Pre-Careers program. For information on one of SAIT's 21-hour programming courses, please see the Continuing Education calendar or visit the website www.sait.ab.ca/coned. If the program is oversubscribed, additional selection criteria may be used, including a programming aptitude test. In 2000, 91% of our graduates were employed within 6 to 9 months. Their starting salary range was $19,700 to $110,000 per year.
Computerized Control Systems	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103 Transfers to: Athabasca University Lakehead University University of Victoria	2 Year Diploma	Alberta High School diploma or equivalent with English 30/33; at least 65% in Physics 30, Pure Math 30 or Math 31. Applicants should be comfortable with basic computer applications including a Windows OS, word processing, spreadsheets, and a browser.
Information Technology Management			
Computer Based Information Systems Delivery in: Web components, Print, Audio, Video, Computer conferences	**University of Victoria** Division of Continuing Studies (250) 742-4747	9 Courses and final project (approx. 2 to 3 years to complete on a part-time basis) Certificate	A university degree (or relevant professional qualifications) and 3 years' work experience OR high school completion and 5 years' work experience. OR any combination of equivalent education, work experience and motivation and interest to cope with part-time study. Although no formal computer training is required, students should have a basic knowledge of personal computer use and Microsoft Windows.

•Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

COMPUTER AND INFORMATION TECHNOLOGY

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Information Technology Management			
Computer/Computing Science Delivery in: Various distance delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 Year 33 credits University Certificate: Computers & Management Information Systems	Anyone 18 years of age or older can apply regardless of previous academic achievement. Students do not require a high-school diploma.
Computing and Information Systems Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 Year 33 credits University Certificate in Computing and Information Systems	Minimum 18 years of age. Programming language requirement.
Digital Technologies Management Delivery in: Online, Brief residency	**Royal Roads University** Victoria (Main) (250) 391-2505 Toll Free 1-800-788-8028	Master of Business Administration (MBA)	Our MBA Programs are designed to be of most benefit to mid-career professionals. As such, work experience is a key requirement of admission to the programs. As a guideline, we suggest that each applicant should have seven to ten years of experience, with some of it at a managerial level. However, each application is examined on a case-by-case basis, and admission may be granted to applicants with less experience in some cases.
Information Systems Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years 90 credits BA 4 Years 120 credits BA	Minimum 18 years of age or older. A high-school diploma is not required. Holders of a B.Sc. in Computing and Information Systems from AU or its equivalent may not apply.

COMPUTER AND INFORMATION TECHNOLOGY

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Information Technology Management			
Information Technology Management Delivery in: Students are required to attend one 'theme-based' weekend school and one of your electives must be taken in a residential format.Group study (on-line). Various distance and on- line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	2.5 - 6 Years Master of Business Administration in Information Technology Management.	To be eligible for admission an applicant must have: a first degree at an accredited university and at least three years of managerial experience that may include supervisory and professional experience with management level responsibilities OR an acceptable professional designation and at least five years of managerial experience that may include supervisory or professional experience with management level responsibilities.
Information Technology Management Delivery in: Online - some courses are available via the Internet	**University of Calgary** Faculty of Continuing Education (403) 220-6292	300 Hours Certificate (8 to 9 courses, over three years of part-time study)	Applicants for the program require a senior high school diploma or must be over twenty-three years of age and have suitable business experience.
Management Delivery in: Online	**British Columbia Institute of Technology** Distance Education (604) 451-6733	Bachelor of Technology	English 12 or equivalent and the demonstration of strong communication skills: assessed through writeen letters and interview. Working knowledge of MS Word, MS Excel, e-mail and Internet.
Web E-Commerce Specialist			
Internet Business and Technology Consultant Delivery in: Full Internet access either through home or work including an e-mail account. Access to webspace. Most quality Internet Service Providers include webspace as a member service. It is the student's responsibility to acquire webspace to complete this certificate. Access to a computer to complete course assignments and projects. Certificate students can also access our Erlton Campus computer labs outside of scheduled class hours.	**Chinook College** Calgary (Main) (403) 777-7200	12 Course Certificate (complete all requirements for graduation within three years of admission)	High school diploma or Mature Student Status. English Language Proficiency. Basic computer literacy. Recommended prerequisites: Windows Level 1 and Word Level 1. Chinook College offers these courses and others for those students who need to acquire these skills prior to registering for this certificate program. Familiarity with basic Internet procedures and applications. Recommended prerequisite is Internet User Level 1. A completed application for admission is required.

COMPUTER AND INFORMATION TECHNOLOGY

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Web and Multimedia Digital Design			
WEB Designer Delivery in: - Part-time evening classes - Evening courses are held in Calgary - on campus - Online -some courses are available via the Internet	**University of Calgary** Faculty of Continuing Education (403) 220-6292	Length: 240 Hours Certificate (approximately 10 courses, over three years of part-time study)	The courses are open to any learner who meets the appropriate prerequisite for each course as well as the following general admission requirements: a) Windows navigation skills b) An introductory computer course such as Microcomputers Today: Back to the Basics For program information contact (403) 220-2866.
WEB Developer Delivery in: - Part-time evening classes - on the compus - Online - some courses are available via the Internet	**University of Calgary** Faculty of Continuing Education (403) 220-6292	Minimum of 265 Hours Certificate (approximately 10 courses, over three years of part-time study)	The courses are open to any lerner who meets the appropriate prerequisite for each course as well as the following general admission requirements: a) Windows navigation skills b) An introductory computer course such as Microcomputers Today: Back to the Basics c) Require a strong working knowledge of a programming language such as C, Pascal or C++ For program information contact (403) 220-2866.

EDUCATION AND LIBRARY STUDIES

Adult Education and Workplace Learning

- -Adult Learning
- -Adult and Continuing Education
- -Continuing Education (Master of) Learning in the Workplace
- -Master of Education
- -Workplace Learning (Minor Program)

Distance Learning

- -Distance Education
- -Distance Education Technology - Advanced Graduate Diploma
- -Distributed Learning
- -Technology-Based Distributed Learning

Education, K-12, Graduate Diploma or Degree

- -Education
- -Executive Management for Educational Administrators
- -Personal Planning and CAPP (K-12)

Library and Information Technology

- -Library Training
- -Library and Information Technology

Teacher Assistant

- -Education Assistant
- -Special Needs Teacher Assistant
- -Teacher Assistant

Teaching English as a Second Language

- -Teaching English as a Second Language

EDUCATION AND LIBRARY STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Adult Education and Workplace Learning			
Adult Learning Delivery in: Part-time evening and Saturday courses, Online - some courses are available via the Internet, Self-study	**University of Calgary** Faculty of Continuing Education (403) 220-6292	250 Hours Certificate (7 courses over 2 to 3 years of part-time study)	There are no formal educational requirements, however, applicants are expected to have experiences as an adult educator either as a volunteer or a professional, part-time or full-time, ranging from teaching in an institutions, supervising at work or parenting.
Adult and Continuing Education	**University of Alberta** Faculty Of Extension (780) 492-3116	250 Hours Certificate	High school diploma recommended but not required. A maximum of 50 hours of advanced standing may be awarded for prior learning or for transfer of credits.
Adult and Continuing Education Delivery in: Print, Workshops, Seminars, Direct instruction	**University of Saskatchewan** Extension Division (306) 966-5563	Up to 5 Years to complete Certificate	Grade 12 or equivalent for regular admission. Conditional acceptance may be granted to students over 21 years of age who lack grade 12. This program is also offered by the University of Alberta, University of Manitoba and University of Victoria. You may begin the program with one university and transfer to another.
Adult and Continuing Education Delivery in: Print, Audio/video, Computer conferences, On-line	**University of Victoria** Division of Continuing Studies (250) 742-4747	280 Hours Certificate	The CACE certificate is a systematic professional development program for people responsible for helping adults learn. Emphasis is on the translation of theory and knowledge into skilled practice. Minimum admission requirement is secondary school graduation. Mature applicants who are particularly qualified by appropriate experience are normally also admissible.

EDUCATION AND LIBRARY STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Adult Education and Workplace Learning			
Continuing Education (Master of) Learning in the Workplace Delivery in: The program begins with a three-week face-to-face institute. Students will be introduced to the program and will complete their first two courses during the spring/summer institute. They will then return to the workplace to continue their study and projects. Computer-mediated communication will provide continuous access to instructors and other students between the face-to-face meetings. The second year will begin with a three week institute and follow a similar structure to the first year.	**University of Calgary** Faculty of Continuing Education (403) 220-6292	2 Years Master of Continuing Education (MCE)	Students in the MCE program will come from a variety of academic disciplines. They might be Corporate leaders, Human Resources professionals, Organizational Specialists, Technical or Non-Technical trainers, Educational managers or Education/Training consultants. The minimum required for admission to the Faculty of Graduate Studies is a baccalaureate degree from an accredited institution or equivalent with a GPC average of 3.0 on a 4-point scale over the last two undergraduate and/or graduate years (approx 10 FCE). Applicants must also have at least three years of work experience.
Master of Education Specialization in: -Adult, Community and Higher Education -Curriculum, Teaching and Learning -Educational Leadership -Educational Technology Delivery in: Web-based, audio-conferencing, face-to-face, or a combination of methods. Required on-campus component: 2 week course in Judy for students in the Adult Community and Higher Education specialization. Other specialization areas can be completed entirely by distance means although face-to-face course are available on the University of Calgary campus. In addition, some face-to-face courses are available on the Okanagan University College campus, in British Columbia. Note: The GDER on- campus and distance delivery courses are completely equivalent and interchangable in terms of standards, quality and recognition.	**University of Calgary** Centre for Distance Learning (403) 220-7364	2 Years or less (up to 6 calendar years from first registration are allowed for completion)	Program Requirements: www.educ.ucalgary.ca/gder/distance/require.html Admission Requirements: www.educ.ucalgary.ca/gder/distance/dadmit.html A University of Calgary four-year baccalaureate degree or an equivalent degree from a recognized institution. Minimum grade point average of 3.0 (based on a 4-point system) over the last two years of the undergraduate degree (10 full-course equivalents). Two years of teaching experience for the specialization areas of Curriculum, Teaching and Learning and Educational Leadership. Alternative professional experience is accepted for Educational Technology and Adult, Community and Higher Education. Three letters of reference. A personal statement. Completion of the Faculty of Graduate Studies application form and submission of a $60.00 Cdn non-refundable application fee (subject to change). Two official transcripts from all post-secondary institutions attended. For students required to prove proficiency in English, a TOEFL score of 580 (written test) or 237 (computer-based test).

EDUCATION AND LIBRARY STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Adult Education and Workplace Learning			
Workplace Learning (Minor Program) Delivery in: Online - some courses are available via the Internet, Correspondence Self-Study - available for some courses	**University of Calgary** Faculty of Continuing Education (403) 220-6292	400 Hours; Status of a Minor Program of study for students registered in an undergraduate degree program in the Faculties of General Studies, Humanities, Science, Social Sciences, Kinesiology and Fine Arts. Composed of 5 full course undergraduate degree credits.	Qualify for admission to one of three certificate programs. Management Certificate, Certificate in Adult Learning or Certificate in Career Development.
Distance Learning			
Distance Education Delivery in: Various distance delivery and on-line modes are used. Courses are designed to for self-study either at home or workplace. Additionally, students use computer-mediated communications for conferences, e-mail, file transfers.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1.5 to 2 Years 42 credits Masters in Distance Education	Applicants must hold a three or four-year baccalaureate degree from a recognized post-secondary institution, or have completed Athabasca University's Advanced Graduate Diploma in Distance Education -- Technology. There are computer system requirements.
Distance Education Technology - Advanced Graduate Diploma Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years 18 credits Advanced Graduate Diploma in Distance Eduacation (Technology)	Applicants must hold a baccalaureate degree from a recognized post-secondary institution.Credits from other institutions, completed before admission to the AGDDE(T) program and not used toward any other credential, may be accepted for advance credit toward the diploma. Students intending to submit transfer credits for consideration must make this intention clear in their letter of application, and should supply relevant transcripts with the application.

EDUCATION AND LIBRARY STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Distance Learning			
Distributed Learning Delivery in: Online, brief residency	**Royal Roads University** Victoria (Main) (250) 391-2505 Toll Free 1-800-788-8028	Master of Arts (MA)	Contact school.
Technology-Based Distributed Learning Delivery in: Online	**University of British Columbia** Vancouver (Main) (604) 822-6565	Post-Graduate Certificate	These courses are directed at anyone concerned with managing, designing, or tutoring technology-based courses, for example: University Teachers, College Instructors, Instructional Designers, Program Administrators.
Education, K-12, Graduate Diploma or Degree			
Education Delivery in: Distance or classroom	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 - 6 Years 24 credits University Diploma in Inclusive Education Full or Part-time	Applicants must have completed a four-year Bachelor of Education degree or its equivalent.
Education Delivery in: Print, on-line, in class	**Simon Fraser University** Burnaby (Main) (604) 291-3524 Toll Free 1-800-663-1411	Post Baccalaureate Diploma in Education	This program is designed to raise teacher qualifications. Completion of a recognized Bachelor's degree is required for admission into the program. In addition, students must submit a proposed list of courses to the Faculty of Education Undergraduate Advising Office for program approval.
Education Specialization in: -Curriculum and Instruction -Educational Psychology (Counselor Education and Inclusive Special Education) -Educational Administration and Foundations Delivery in: Distance	**University of Manitoba** Toll Free 1-888-216-7011 Winnipeg (Main) (204) 474-6209	Maximum of 9 Years Post-Baccalaureate Certificate in Education (PBCE)	A Bachelor of Education degree and one of the following types of certificates granted by Manitoba Education and Training: General Certificate, Limited Certificate, or Clinician's Certificate; or equivalent from other provinces (see note on teacher certification); or a Baccalaureate degree and two years of appropriate teaching experience; and a grade point average of 2.00 in the Baccalaureate degree (including any after degree certification program).

EDUCATION AND LIBRARY STUDIES

Education, K-12, Graduate Diploma or Degree

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Executive Management for Educational Administrators Delivery in: Online, brief residency	**Royal Roads University** Victoria (Main) (250) 391-2505 Toll Free 1-800-788-8028	Master of Business Administration (MBA)	Our MBA Programs are designed to be of most benefit to mid-career professionals. As such, work experience is a key requirement of admission to the programs. As a guideline, we suggest that each applicant should have seven to ten years of experience, with some of it at a managerial level. However, each application is examined on a case-by-case basis, and admission may be granted to applicants with less experience in some cases.
Personal Planning and CAPP (K-12) Delivery in: Print, Campus based study, Computer conferences	**University of Victoria** Division of Continuing Studies (250) 742-4747	15 Units Diploma	Aimed at teachers at the grades 8 - 12 level, this program provides the knowledge, understanding and skills to make these new curricula a valuable part of students' lives and learning. A first university degree or the equivalent is normally the prerequisite to enrolment. Mature applicants who are particularly qualified by appropriate experience are normally also admissible.

Library and Information Technology

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Library Training Delivery in: Print, Telephone tutoring, Internet, Video	**Red River College** Winnipeg (Main) (204) 632-2451 Toll Free 1-800-616-1113	9 Course Basic Certificate; 12 Courses Advanced Certificate	2 years of library experience.
Library and Information Technology Delivery in: Print, Teleconference, Telephone Tutoring	**Red River College** Winnipeg (Main) (204) 632-2451 Toll Free 1-800-616-1113	20 Courses, first year of Diploma	None

EDUCATION AND LIBRARY STUDIES

Library and Information Technology

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Library and Information Technology Delivery in: Many of the program?s courses are offered in the daytime or evening through distance education. Library Operations Assistant Certificate is a distance-education program that offers training courses to the staff of small libraries.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: Athabasca University	2 Year Diploma; Library Operations Assistant Certificate	Alberta High School Diploma or equivalent with at least 50% in English 30 or 65% in English 33, and one of the following Grade 12 subjects: Math, Science, Social Science, Accounting, Law or a second language. For upgrading options, please see our Pre-Careers program. In 2000, 96% of our graduates were employed within 6 to 9 months. Their starting salary range was $18,000 to $36,000 per year.

Teacher Assistant

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Education Assistant Delivery in: Offers a few classes from the program through distance learning.	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819 Brooks (403) 362-1677	1 Year Certificate (Teacher Assistant)	High school diploma with a minimum grade of 50% in English 30 or 65% in English 33. Mature student 19 years of age or older may be admitted to the program without a high school diploma after appropriate advising and/or testing. They must present English 30 (50%) or English 33 (65%) First Aid, CPR Level C. Criminal record check, Health Immunization documents and two written references also required.
Special Needs Teacher Assistant Delivery in: Distance Learning; Classroom - part-time & full-time	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103	1 Year Certificate	High school diploma or equivalent, with a minimum of 60% in English 30/33.
Teacher Assistant Delivery in: Print	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	10 Months (full-time); 2-4 Years; (evening, part-time), 2-4 Years (by distance delivery) Certificate	High school diploma or equivalent, and minimum age of 18. Mature student status is available to those at least 19 years old and out of high school and employed for two years. Those with related work experience may be given preference. Must submit transcripts, an autobiography, and two letters of reference. A skills appraisal test and an interview may be required. A First Aid Certificate is recommended.

EDUCATION AND LIBRARY STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Teacher Assistant			
Teacher Assistant Delivery in: Traditional classroom seminars, self-directed study, teleconferencing, and tutor support.	**Northern Lakes College** Various Sites (780) 751-3200	Certificate	Completed English 30 (minimum of 65%), English 89 (C average). Must be at least 18 years of age and have a clear criminal record.
Teacher Assistant Delivery in: Alternate Delivery - please refer to page 146 of the Academic Calendar for details.	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630	1 Year Certificate (on-site); 2 1/2 Year Certificate (distance education)	High School Diploma with a minimum mark of 50% in English 30 or 65% in English 33 -OR- mature student status -OR- you may be admitted as a conditional part-time student (if you complete a total of three Teacher Assistant courses with a minimum grade of D, and a minimum GPA of 2.00, you will be admitted to the program.
Teacher Assistant Delivery in: Print, Video, In-class instruction, Saskatchewan Cable Network	**SIAST (Kelsey Campus)** Saskatoon (Main) (306) 933-6350 Toll Free 1-800-567-3263	17 Courses Certificate (including 2 practicums)	The program is open to individuals already employed in the education field as well as those who wish to gain entry to the area. Completion of grade 12 is required for admission to the program.
Teacher Assistant Delivery in: Teleconference Delivery - When courses are delivered by teleconferencing there is a possibility that participants could participate at their school side or join a group at another school site. Face-to-Face - classes are offered currently within the city of Calgary at pre-determined school sites. Face-to-face classes are provided in collaboration with local school districts.	**University of Calgary** Faculty of Continuing Education (403) 220-6292	234 Hours (10 courses plus a Program Portfolio); Cumulative collection of program and personal experiences.	Although there are no formal educational requirements you are expected to be employed or have experience as a Teacher Assistant or school volunteer.

EDUCATION AND LIBRARY STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Teaching English as a Second Language			
Teaching English as a Second Language Delivery in: Print, Internet, On-campus study	**Simon Fraser University** Burnaby (Main) (604) 291-3524 Toll Free 1-800-663-1411	Post-Baccalaureate Diploma	Once students have met the normal admission requirements of Simon Fraser University, they should apply to the Joint Steering Committee, care of the Departmental Assistant of the Department of Linguistics, for admission into the program.
Teaching English as a Second Language Delivery in: Print, Audio, Video, Practicum, On-line	**University of Saskatchewan** Extension Division (306) 966-5563	6 Courses Certificate	Applicants to the program must have completed Grade 12 or equivalent to be eligible for regular admission. If you do not qualify for regular admission, you may qualify for special admission or be admitted on a probationary basis.

ENGINEERING AND SCIENCE TECHNOLOGIES AND RELATED STUDIES

Chemical Engineering Technology
- -Chemical Engineering Technology

Civil Engineering Technology
- -Civil Engineering Technology
- -Transportation Systems (Highways) Technology

Computer-Aided Drafting and Design (CAD/CADD)
- -Architectural Drafting
- -AutoCAD Operator
- -CADD Operator
- -Municipal Drafting
- -Piping Drafting

Electrical and Electronics Engineering Technology
- -Electrical Engineering Technology
- -Electronics Engineering Technology

Engineering Design and Drafting Technology
- -Engineering Design and Drafting Technology

General Technology Studies
- -General Technology Studies - GTS

Geographic Information Systems (GIS)
- -Applied Geographic Information Systems, Bachelor of
- -GIS - Desktop Mapping
- -GIS - Operator

Geomatics/Surveying
- -Survey Certificate

Industrial and Manufacturing Engineering Technology
- -Industrial Engineering Technology
- -Manufacturing Process Technology
- -Welding Engineering Technology

Instrumentation Technology
- -Industrial Instrumentation Technology

Mechanical Engineering Technology
- -Automated Systems Engineering Technology
- -HVAC Engineering Technology
- -Mechanical Engineering Technology
- -Mechanical Technologies

Petroleum Engineering Technology
- -Petroleum Engineering Technology

Wood Engineering Technology
- -Wood Engineering Technology

ENGINEERING AND SCIENCE TECHNOLOGIES AND RELATED STUDIES

Chemical Engineering Technology

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Chemical Engineering Technology Delivery in: Partial distance education option available	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	2 Year Diploma	Alberta High School Diploma or equivalent with at least 50% in English 30 or 33, Pure Math 30 or Applied Math 30 (33), Chemistry 30 and either Science 30 or Physics 20. For upgrading options, please see our Pre-Careers program. In 2000, 93% of our graduates were employed within 6 to 9 months. Their starting salary range was $16,900 to $72,000 per year.

Civil Engineering Technology

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Civil Engineering Technology Specialization in: -Construction Management -Municipal If an option is oversubscribed, selection is based on the first-year grade point average. Delivery in: All students in this program use a computer-based training delivery known as e-learning. Students unable to attend SAIT full-time for two years may wish to consider a creative learning approach called Networked Learning. This allows students to take first and second semester courses at a distance, either through self paced courses at any time depending on your schedule or through a paced delivery model where you will start your courses in September or January and complete them in December or April respectively.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: University of British Columbia	2 Year Diploma	Alberta High School Diploma or equivalent with at least 50% in English 30 or 33, Pure Math 30 or Applied Math 30 (33), and Science 30 or Physics 20. For upgrading options, please see our Pre-Careers program. In 2000, 100% of our graduates were employed within 6 to 9 months. Their average starting salary was approximately $33,250 per year. The maximum starting salary recorded in our survey was $70,000 per year.
Transportation Systems (Highways) Technology Delivery in: Distance	**British Columbia Institute of Technology** Engineering Technologies (604) 451-6984 Toll Free 1-800-663-3606	Intermediate Certificate; Certificate of Technology	Contact school.

ENGINEERING AND SCIENCE TECHNOLOGIES AND RELATED STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Computer-Aided Drafting and Design (CAD/CADD)			
Architectural Drafting Specialization in: Distance	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	9 Courses Certificate of Achievement	A good understanding of the English language and a tendency towards neatness and organization.
AutoCAD Operator Delivery in: Distance	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	7 Courses Certificate of Achievement	A good general knowledge of English and tendency toward neatness and organization. Previous Manual Drafting and/or Design Training or experience.
CADD Operator Delivery in: Distance	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	7 Courses Certificate of Achievement	A good general knowledge of the English language and tendency toward neatness and organization. Previous Manual Drafting and/or Design Training or experience.
Municipal Drafting Delivery in: Distance	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	7 Courses Certificate of Achievement	A good understanding of the English language and a tendency towards neatness and organization.
Piping Drafting Delivery in: Distance	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	8 Courses Certificate of Achievement	A good understanding of the English language and a tendency towards neatness and organization.
Electrical and Electronics Engineering Technology			
Electrical Engineering Technology Delivery in: Students unable to attend SAIT full-time for two years may wish to consider a creative learning approach called Networked Learning. This allows students to take first and second semester courses at a distance, either through self-paced courses at any time depending on your schedule or through a paced delivery model where you will start your courses in September or January and complete them in December or April respectively.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	2 Year Diploma (Evening course and part-time study options)	Alberta High School Diploma or equivalent with at least 50% in Pure Math 30 or Applied Math 30 (33), and English 30 or 33. For upgrading options, please see our Pre-Careers program. Students can also be accepted into the program's second semester after successfully completing SAIT's Allied Technology Studies program. In 2000, 98% of our graduates were employed within 6 to 9 months. Their starting salary range was $27,600 to $64,950 per year.

ENGINEERING AND SCIENCE TECHNOLOGIES AND RELATED STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Electrical and Electronics Engineering Technology			
Electronics Engineering Technology Delivery in: Students unable to attend SAIT full-time for two years may wish to consider a creative learning approach called Networked Learning. This allows students to take first and second semester courses at a distance, either through self-paced courses at any time depending on your schedule or through a paced delivery model where you will start your courses in September or January and complete them in December or April respectively. All students must participate in e-learning, a package of services that includes the use of a Pentium laptop computer, a suite of software applications, full Internet access, training and technical support.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	2 Year Diploma	Alberta High School Diploma or equivalent with at least 60% in Pure Math 30 or Applied Math 30 (33), and at least 50% in English 30 or 33. For upgrading options, please see our Pre-Careers program. Students can also be accepted into the program's second semester after successfully completing SAIT's Allied Technology Studies program. In 2000, 100% of our graduates were employed within 6 to 9 months. Their starting salary range was $28,000 to $54,000 per year.
Engineering Design and Drafting Technology			
Engineering Design and Drafting Technology Delivery in: Students unable to attend SAIT full-time for two years may wish to consider a creative learning approach called Networked Learning. This allows students to take first and second semester courses at a distance, either through self-paced courses at any time depending on your schedule or through a paced delivery model where you will start your courses in September or January and complete them in December or April respectively.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	2 Year Diploma	Alberta high school diploma or equivalent with English 30, Mathematics 30, and Science 30 or Physics 30. Students may be accepted with English 33 or Mathematics 33 but 30-level prerequisites are recommended. Successful completion of the Pre-Careers or Transitions program is also considered for admission. Students will write placement tests in English and Mathematics. In 2000, 98% of our graduates were employed within 6 to 9 months. Their average starting salary was approximately $30,000 per year. The maximum starting salary recorded in our survey was $60,000 per year.

ENGINEERING AND SCIENCE TECHNOLOGIES AND RELATED STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
General Technology Studies			
General Technology Studies - GTS Delivery in: Distance education and evening course options	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	2 Year Diploma or second-semester transfer into other programs	Alberta High School Diploma or equivalent with at least 50% in Pure Math 30 or Applied Math 30 (33), and English 30 or 33. For upgrading options, please see our Pre-Careers program.
Geographic Information Systems (GIS)			
Applied Geographic Information Systems, Bachelor of Delivery in: Continuing Education; Distance Delivery and Full-time Programs	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	2 Year Applied Degree (1 Year work experience practicum) Part-time option	A two-year diploma from a recognized Canadian college, technical institute or equivalent, or successful completion of two years at a recognized post secondary academic institution, augmented with experience in a specific industry sector. Students will be selected on a competitive basis using such criteria as related work experience, letters of reference and academic achievement beyond minimum standards. Three consecutive GIS fast track full time certificate programs run over the past five years have achieved a 95% success rate with respect to employment.
GIS - Desktop Mapping Delivery in: Distance	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	6 Courses Certificate of Achievement	None
GIS - Operator Delivery in: Distance	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	5 Courses Certificate of Achievement	Desktop Mapping Certificate
Geomatics/Surveying			
Survey Certificate Delivery in: Distance	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	9 Courses Certificate of Achievement	A good understanding of the English language and a tendency towards neatness and organization. Designed for those wanting to be Technicians and/or Draftspeople.

ENGINEERING AND SCIENCE TECHNOLOGIES AND RELATED STUDIES

Industrial and Manufacturing Engineering Technology

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Industrial Engineering Technology Delivery in: Students may take first and second semester courses at a distance through Networked Learning.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: University of Alberta University of Calgary	2 Year Engineering Technologist Diploma (Common first year with Mechanical Engineering Technology)	Students must apply to the Mechanical Technologies common first year program. Alberta High School Diploma or equivalent with at least 50% in English 30 or English 33 AND at least 50% in Pure Math 30 or at least 65% in Applied Math 30 (33). For upgrading options, please see our Pre-Careers program. In 2000, 80% of our graduates were employed within 6 to 9 months. Their average starting salary was $25,000 to $70,000 per year.
Manufacturing Process Technology	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103	1 Year Certificate; 2 Years Diploma	High school diploma or equivalent with a minimum of 50% in English 30 or 33 and Math 30 or 33. For Diploma: Completion of the Manufacturing Process Technology Certificate program or equivalent is required.
Welding Engineering Technology Delivery in: Distance delivery options	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: Athabasca University University of Alberta University of Calgary	2 Year Engineering Technologist Diploma	Alberta High School Diploma or equivalent with at least 50% in English 30 or English 33 AND at least 50% in Pure Math 30 or at least 65% in Applied Math 30 (33). For upgrading options, please see our Pre-Careers program. In 2000, 100% of our graduates were employed within 6 months. Their starting salary range was $30,000 to $54,000 per year.

ENGINEERING AND SCIENCE TECHNOLOGIES AND RELATED STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Instrumentation Technology			
Industrial Instrumentation Technology Delivery in: Students unable to attend SAIT full-time for two years may wish to consider a creative learning approach called Networked Learning. This allows students to take first and second semester courses at a distance, either through self-paced courses at any time depending on your schedule or through a paced delivery model where you will start your courses in September or January and complete them in December or April respectively.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: University of Alberta University of Calgary	2 Year Diploma	Alberta High School Diploma or equivalent with at least 50% in English 30 or 33, Pure Math 30 or Applied Math 30 (33), and Science 30 or Physics 30. For upgrading options, please see our Pre-Careers program. In 2000, 96% of our graduates were employed within 6 to 9 months. Their starting salary range was $25,200 to $60,000 per year.
Mechanical Engineering Technology			
Automated Systems Engineering Technology Delivery in: Distance delivery options	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	2 Year Engineering Technologist Diploma	Alberta High School Diploma or equivalent with: -at least 50% in English 30 or English 33 AND -at least 50% in Pure Math 30 or at least 65% in Applied Math 30 (33). -For upgrading options, please see our Pre-Careers program. Students can also be accepted into the program's second semester after successfully completing SAIT's Allied Technology Studies transfer option. To progress through the program, students must attain a GPA of 1.5 or better in each semester. To qualify for graduation, students must pass all courses. In 2000, 86% of our graduates were employed within 6 to 9 months. Their starting salary range was $33,500 to $38,400 per year.

ENGINEERING AND SCIENCE TECHNOLOGIES AND RELATED STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Mechanical Engineering Technology			
HVAC Engineering Technology	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: Lakehead University University of Alberta University of Calgary University of Victoria	2 Years Diploma	Successful completion of the Mechanical Technologies common first year. Please refer to the Mechanical Technologies description for entrance requirements.
Mechanical Engineering Technology Delivery in: Students may take first and second semester courses at a distance through Networked Learning.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: University of Alberta University of Calgary University of Victoria	2 Year Engineering Technologist Diploma (Common first year with Aeronautical and Mechanical Engineering Technology; Common first semester with Wood Engineering Technology)	Students must apply to the Mechanical Technologies common first year program. Alberta High School Diploma or equivalent with at least 50% in English 30 or English 33 AND at least 50% in Pure Math 30 or at least 65% in Applied Math 30 (33). For upgrading options, please see our Pre-Careers program. In 2000, 100% of our graduates were employed within 6 to 9 months. Their starting salary range was $33,500 to $38,400 per year.
Mechanical Technologies Delivery in: Students may take first and second semester courses at a distance through Networked Learning	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	A first year of studies common to two engineering diploma programs	Alberta High School Diploma or equivalent with at least 50% in English 30 or English 33 AND at least 50% in Pure Math 30 or at least 65% in Applied Math 30 (33). For upgrading options, please see our Pre-Careers program.
Petroleum Engineering Technology			
Petroleum Engineering Technology Delivery in: Alternative studies option	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: University of Montana University of Regina	* 2 Year Diploma	Alberta High School Diploma or equivalent with at least 50% in English 30 or 33, Pure Math 30 or Applied Math 30 (33), Chemisty 30, and Science 30 or Physics 20. For upgrading options please see our Pre Careers program. In 2000, 96% of our graduates were employed within 6 to 9 months.

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

ENGINEERING AND SCIENCE TECHNOLOGIES AND RELATED STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Wood Engineering Technology			
Wood Engineering Technology	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	2 Years Diploma	An Alberta high school diploma or equivalent with 50% in English 30, Math 30, and a Grade 12 Science; OR successful completion of the Pre-Careers or Transitions program. A minimum of Math 33, English 33 and a Grade 12 Science may be accepted however SAIT recommends that students successfully complete the 30-level courses. Candidates will be asked to write an aptitude test.

ENVIRONMENT, FORESTRY AND RELATED STUDIES

Environmental Management

- -Environment and Management
- -Environmental Management
- -Environmental Resource Management
- -Watershed Management

Environmental Reclamation

- -Restoration of Natural Systems

Fish and Wildlife Technology

- -Fish Culture Technician

Forest Technology

- -Forest Engineering Technology
- -Forestry Technician

Water and Wastewater Technology

- -Water and Wastewater Technician

ENVIRONMENT, FORESTRY AND RELATED STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Environmental Management			
Environment and Management Delivery in: Online, brief residency	**Royal Roads University** Victoria (Main) (250) 391-2505 Toll Free 1-800-788-8028	Master of Science (M.Sc.) or Master of Arts (M. A.)	Our program is designed to be of most benefit to mid-career professionals. As such, work experience is a key requirement of admission to the program. As a guideline, we suggest that each applicant should have at least five years experience working with environmental issues. However, each application is examined on a case-by-case basis, and admission may be granted to applicants with less experience in some cases. It is expected that most of our applicants will have already earned an undergraduate degree. However, this may not be an absolute requirement in all cases.
Environmental Management Delivery in: Online, brief residency	**Royal Roads University** Victoria (Main) (250) 391-2505 Toll Free 1-800-788-8028	Bachelor of Science (BSc)	At a minimum, you will need to have completed two years of post-secondary education at another institution and have within that at least one full year of biology, chemistry, math and English and one statistics course. Given the intensive nature of the program, however, we do prefer that learners coming into the program have the following background: two years of chemistry, two years of biology, two years of math, one statistics course, one year English writing, a B average.
Environmental Resource Management Specialization in: - Environmental Assessment - Reclamation & Remediation - Waste Utilization & Management Delivery in: *Face-to-face courses in several formats *A few courses are available via Internet distance delivery	**University of Alberta** Faculty Of Extension (780) 492-3116	312 Hours (minimum) (part-time; can be completed in two to three years to a maximum of 6 years)	The minimum requirement for his program is a related two-year technical diploma and two years of related experience. OR If your previous education or experience does not meet the above admission requirements, or is difficult to assess, you can still apply and be conditionally admitted.

ENVIRONMENT, FORESTRY AND RELATED STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Environmental Management			
Watershed Management Delivery in: Online, occasional classroom.	**University of British Columbia** Vancouver (Main) (604) 822-6565	Certificate	Designed for those who work in watershed management.
Environmental Reclamation			
Restoration of Natural Systems Delivery in: Print, Interactive technology, Computer conferences	**University of Victoria** Division of Continuing Studies (250) 742-4747	8 courses up to 6 years to complete Certificate	Designed for professionals in the field or people wishing a career change. The program provides the knowledge and skills required to develop and carry out restoration projects.
Restoration of Natural Systems Delivery in: Print, Computer conferences, Audio, Video	**University of Victoria** Division of Continuing Studies (250) 742-4747	12 Courses up to 6 Years to complete Diploma	Designed for professionals in the field or people wishing a career change. The program provides the knowledge and skills required to develop and carry out environmental restoration projects. Open to students who have been admitted for credit study.
Fish and Wildlife Technology			
Fish Culture Technician Delivery in: Home-study with 2, ten day practicums.	**Capilano College - North Vancouver** Capilano College - Sechelt Campus (604) 885-9310 EXT 5903	27 Credit Certificate	This program has been designed for individuals who are currently working or seeking employment in the fish culture field and who wish to upgrade their academic credentials. Admission to the program is assessed on an individual basis.
Forest Technology			
Forest Engineering Technology Delivery in: Distance	**British Columbia Institute of Technology** Engineering Technologies (604) 451-6984 Toll Free 1-800-663-3606	Associate Certificate; Intermediate Certificate; Certificate of Technology	Contact school.
Forestry Technician Delivery in: Classroom, Field Work and Practicum	**Northern Lakes College** Grouard (780) 849-8611 Transfers to: Lethbridge Community College Northern Alberta Institute of Technology	34 weeks Certificate (program can also be completed part-time & through self-study)	Be physically healthy, have a minimum of 30 high school credits, including English 10/13 and Math 10/13 OR write a TABE test and score at the Grade 11 level in Math and English. Students may receive credit for prior learning or work experience.

ENVIRONMENT, FORESTRY AND RELATED STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Water and Wastewater Technology			
Water and Wastewater Technician Delivery in: Correspondence course materials, audio-visual packages, telephone tutorials and on-campus laboratory work	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077 Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	* 1 Year Certificate	High school diploma or equivalent including English 30 or 33.
Water and Wastewater Technician Delivery in: Home Study	**SIAST (Palliser Campus)** Moose Jaw (Main) (306) 694-3200 Toll Free 1-800-667-0055	Certificate	Contact school. allen@siast.sk.ca

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*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

GENERAL STUDIES

Arts and Sciences

- -Arts
- -Arts (3-year)
- -Arts (4-year)
- -Arts - Integrated Studies
- -Arts, Professional
- -Humanities
- -Liberal Arts

Arts and Sciences (French)

- -Arts and Sciences

General Studies

- -General Studies

Sciences

- -Science

University Transfer

- -University Transfer

GENERAL STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Arts and Sciences			
Arts Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	2 Years 60 credits University Diploma in Arts.	Anyone 18 years of age or older can apply regardless of previous academic achievement. A high-school diploma is not required. Students who have completed a more senior level credential (e.g. bachelor's degree) may not enrol in this program.
Arts Specialization in: - English - History - Psychology Delivery in: Courses are taken on-site at Mount Royal College other than Athabasca University courses which can be taken on-site at MRC, or by distance an on-line from Athabasca University.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	4 Years BA	About three-quarters of the courses are offered by Mount Royal College.The remaining are Athabasca University courses that can be taken from AU by distance and on-line learning or on-site at MRC. The degree is awarded by Athabasca University. There are three acceptable admission routes (School standing, maturity, post-secondary standing).
Arts Specialization in: - English - History - Psychology Delivery in: Mount Royal offers about 3/4 of the courses. Athabasca University courses can be taken on-site at MRC or by distance learning.	**Mount Royal College** Calgary (Main) (403) 240-0148	4 Years B.A. (Athabasca University)	Standard university transfer admission with English 30 and Math 30 or a 30-level language other then English.
Arts Delivery in: Distance	**Open Learning Agency** Burnaby (Main) (604) 431-3000 Toll Free 1-800-663-1663	Associate of Arts; Bachelor of Arts Major Program; Bachelor of Arts General Program	Open admission. Contact school.

GENERAL STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Arts and Sciences			
Arts Specialization in: -Majors: Canadian Studies, History, Political Studies -Minors: Canadian Studies, Economics, Geography, History, Philosophy, Political Studies, Psychology, Sociology Delivery in: Distance	**University of Manitoba** Toll Free 1-888-216-7011 Winnipeg (Main) (204) 474-6209	3 Year General Bachelor of Arts	Contact institute.
Arts (3-year) Specialization in: - Anthropology - English - French - History - Information Systems - Labour Studies - Psychology - Sociology - Women's Studies - Humanities - Political Economy. Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years 90 credits BA	Anyone 18 years of age or older can apply, regardless of previous academic achievement. A high-school diploma is not required. If you hold a previous degree, you may not enrol in this program.
Arts (4-year) Specialization in: - Anthropology - Canadian Studies - English - French - History - Information Systems - Labour Studies - Psychology - Sociology - Women's Studies - Humanities - Political Economy Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	4 Years 120 credits BA	Minimum 18 years of age. Students wishing to undertake a double major may be required to complete more than 120 credits in order to fulfill all requirements for both majors. This may also restrict course selection.

GENERAL STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Arts and Sciences			
Arts - Integrated Studies Specialization in: - Educational Studies - Adult Education Delivery in: Courses are offered via the Internet either in group seminar-format (fall, winter, summer) or as individualized study (starting the first of every month). There is no requirement to attend campus.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	2 - 8 Years 33 credits Master of Arts: Integrated Studies	A Baccalaureate degree (3 or 4 year) from a recognized post secondary institution is required. With the permission of the MAIS Steering Committee, students may transfer up to 15 credits of graduate study from other universities into the MAIS program.
Arts, Professional Specialization in: - Communications - Criminal Justice - Human Services - Governance - Law and Management. Delivery in: Courses in the Communication Studies major use various distance deliveries depending on the major, including on-site and individualized study. The courses for the Criminal Justice major are available by distance and on-line delivery or on-site at four colleges in Alberta. Course delivery for the Human Services major is predominately individualized (home) study. Governance, Law and Management courses are offered by individualized (home) study.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	2 Years 120 credits Bachelor of Professional Arts	This program is designed for students who have completed an approved two-year diploma or equivalent from a college or institute of technology. Students are granted up to 60 credits towards the degree. Some students may qualify as well to earn additional credits through Prior Learning Assessment (PLA).
Humanities Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years 90 credits BA 4 Years 120 credits BA Full or Part-time	Anyone 18 years of age or older can apply regardless of previous academic experience. A high-school diploma is not required.

GENERAL STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Arts and Sciences			
Liberal Arts Delivery in: Internet, Print, On-campus study	**Simon Fraser University** Burnaby (Main) (604) 291-3524 Toll Free 1-800-663-1411	Certificate	Prospective students must apply to Simon Fraser University for admission and meet the normal admission requirements.
Arts and Sciences (French)			
Arts and Sciences Delivery in: Home-study	**University of Alberta** Faculte Saint Jean (780) 465-8703	4 Years B.A. or B.Sc. 5 Years B.Ed./B.Sc. B.A. (Honors)	Standard admission with a 30-level French or equivalent, and English 30, plus three other approved Grade 12 subjects (Social Studies 30 and Math 30 recommended). Math 30 required for B.Sc. program. For B.Ed./B.Sc.: One year in B.A. or B.Sc. program. Instruction in French for B.A. (Honors), one year in General B.A.
General Studies			
General Studies Specialization in: - Arts and Science - Applied Studies Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years 90 credits Bachelor Of General Studies Full or Part-time	Anyone 18 years of age or older can apply, regardless of previous academic achievement. A high-school diploma is not required. The Bachelor of General Studies does not have a residency requirement, and degree requirements may be completed at institutions other than Athabasca University. All courses transferred to this degree program must be university-level credit as determined by Athabasca University faculty.
General Studies	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103	1 Year Certificate; 2 Year Diploma	Applicants are required to have a high school diploma or equivalent. Skills appraisal test may be required. General Studies Certificate required for the Diploma program. New students are accepted in the Fall, Winter or Spring terms.

GENERAL STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
General Studies			
General Studies Delivery in: Distance	**Open Learning Agency** Burnaby (Main) (604) 431-3000 Toll Free 1-800-663-1663	Certificate in General Studies, Diploma in General Studies, Bachelor of Arts in General Studies; Bachelor of General Studies	Open admission. Contact school.
Sciences			
Science Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	4 Years 120 credits BSc Full or Part-time	Minimum 18 years of age. Students with a previous undergrad degree from a recognized institution may have their program reduced by up to 60 credits based on whether the work completed is applicable to this program.
Science Delivery in: Distance	**Open Learning Agency** Burnaby (Main) (604) 431-3000 Toll Free 1-800-663-1663	Associate of Science; Bachelor of Science General Program; Bachelor of Science Major Program	Open admission. Contact school.
University Transfer			
University Transfer Specialization in: Lectures, Labs, Distance Delivery Systems Courses are offered by Athabasca University, University of Alberta and Grande Prairie Regional College Delivery in: Traditional classroom, audio conferencing, internet.	**Northern Lakes College** Various Sites (780) 751-3200	Varies up to 2 Years	Applicants must be 18 years of age or older and have been out of school for one year or more OR have a high school diploma, have a clear educational goal and an understanding of the requirements for fulfilling that goal, personal interview, and written essay at the time of the interview.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

Cardiology Technology

- Cardiovascular Technology

Dental Assisting and Dental Hygiene

- Dental Assisting (Independent Study)

Emergency Medical Services Technology

- Emergency Medical Responder
- Emergency Medical Technician - Ambulance
- Emergency Medical Technician, Advanced

Gerontology and Gerontological Nursing

- Gerontological Nursing

Hearing Aid Practitioner

- Hearing Aid Practitioner

Holistic Health

- Herbs & Healing
- Homeopathy

Massage Therapy

- Advanced Massage
- Relaxation/Swedish Massage
- Relaxation/Swedish Message Correspondence
- Swedish Massage

Medical Laboratory Assistant

- Medical Laboratory Assistant

Medical Laboratory Technology

- Medical Laboratory Technology

Medical and Related Sciences

- Anatomy and Physiology

Nurse, Licensed Practical (LPN)

- Practical Nurse
- Practical Nursing

Nurse, Licensed Practical (LPN) - Refresher

- Practical Nurse Re-Entry

Nurse, Licensed Practical - Post LPN

- Operating Room Nursing and Techniques/LPN

Nursing, Basic (RN)

- Home Health Nursing
- Nursing

Nursing, Basic (RN) - Refresher

- Nursing Re-Entry for Registered Nurses
- Nursing Refresher

Nursing, Basic - Post RN

- Nursing
- Nursing - Post RN
- Nursing Post-Diploma

Nursing, Basic - Post RN

(continued)

- -Nursing Practice - Advanced Graduate Diploma

Nursing, Psychiatric (RPN)

- -Psychiatric Nursing
- -Psychiatric Nursing Re-Entry

Nursing, Specialties

- -Advanced Clinical Nursing
- -Basic Critical Care Nursing
- -Community Nursing
- -Critical Care Nursing
- -Gerontology
- -Maternal Infant Child Nursing
- -Mental Health Nursing
- -Nursing Specialties
- -Occupational Health Nursing
- -Operating Room Nursing and Techniques/RN
- -Rural Nursing, Post RN

Occupational and Environmental Health and Safety

- -Environmental and Occupational Health
- -Occupational Health and Safety

Ophthalmic Dispensing

- -Ophthalmic Assistant
- -Ophthalmic Dispensing - Contact Lenses
- -Ophthalmic Dispensing - Eye Glasses

Palliative Care

- -Palliative Care

Pharmacology and Pharmacy Support

- -Pharmacy Technician

Radiology and Diagnostic Imaging Technology

- -Adult Echocardiography
- -Magnetic Resonance Imaging
- -Medical Imaging
- -Nuclear Medicine Technology

Respiratory Therapy and Cardiovascular Perfusion

- -Anesthesia Assistant
- -Asthma Educator
- -Cardiovascular Perfusion
- -Respiratory Therapy

Sleep Studies

- -Polysomnography

Sterile Processing

- -Sterile Processing
- -Sterile Processing and Distribution

Therapist Assistant

- -Occupational Therapy Assistant
- -Physical Therapy Assistant

Therapist Assistant

(continued)

- -Speech Language Pathologist Assistant
- -Therapist Assistant

Therapy Specialists

- -Music Therapy
- -Physiotherapy

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Cardiology Technology			
Cardiovascular Technology Delivery in: Print, telephone	**British Columbia Institute of Technology** Distance Education (604) 451-6733	Diploma of Technology	English 12 (C+), English language proficiency and one of the following requirements: Recognized Allied Health Degree or Diploma; Recognized Diploma in Nursing; Recognized B.Sc. in a relevant area with allied health experience.
Dental Assisting and Dental Hygiene			
Dental Assisting (Independent Study)	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	2 Year Certificate	Employment in a dental office (12 - 14 hours per week). English is the language of instruction in all programs at NAIT; therefore, an adequate knowledge of written and spoken English is required. It is strongly recommended that students have Grade XII English and Biology and/or Chemistry.
Emergency Medical Services Technology			
Emergency Medical Responder Delivery in: Home Study- final written & lab assessments	**Northern Alberta Institute of Technology** Continuing Education (780) 471-6248 Toll Free 1-800-661-4077	Varies	Valid Standard First Aid within 1 year; Valid Level C - CPR within 6 months. Students must provide proof of prerequisite at the first class.
Emergency Medical Responder	**Portage College** Lac La Biche (Main) (780) 623-5580	Varies	Valid CPR Certificate (Level C) within 6 months and Standard First-Aid Certificate within 1 year.

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Emergency Medical Services Technology			
Emergency Medical Responder Delivery in: Self-study supported with class/lab days	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	12 Week Certificate	Minimum age of 18 by the start date of the course. CPR certification at the Basic Rescuer (Level C) and Standard First Aid, or equivalent, taken within one year of the application deadline. Proof must be submitted with application (SAIT's Life Support Training Centre offers Standard First Aid & CPR courses every month. Please call (403) 284-7248 or toll free (877) 284-7248 for additional information). To enroll in the EMR program, students need to fill out a Continuing Education application form. Courses are run on a demand basis. When sufficient applications are received, a course is set up. The EMR program is also offered with funding from Alberta Learning at designated training centers throughout rural Alberta. This program is subsidized for those people who are currently working or volunteering for an ambulance service. The proposed fees and scheduling are subject to change. For further information call the Prehospital Care office at (403) 284-8512. Students must be a resident of the community that is sponsoring the program.

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Emergency Medical Services Technology			
Emergency Medical Technician - Ambulance Delivery in: This program is delivered throughout Alberta at clinical sites that support hospital and ambulance practicums. Self-study supported with class/lab days.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	30 Week Program Program delivery throughout Alberta (Hospital and ambulance practicum)	Minimum age 18. Emergency Medical Responder (EMR) graduate. Valid Class 4 or 5 driver's license. CPR certification at the Basic Rescuer Level (C) taken within 12 months of the application deadline. Although academic standing is not a selection criterion, a high school transcript must accompany the application. (English 10 or 13 and further testing English language proficiency is currently under review as a pre-requisite.) Applicants must sign a practicum agreement contract prior to final acceptance. This program receives more applications than we have seats. The following outlines the selection process presently in place: Work experience, educational background, career plans, community and professional service will be taken into consideration in the selection of candidates. A standardized form for listing work experiences, etc. will be sent to the applicant by the department if the prerequisites are all met. First Intake- Application period: Jan 4 -March 1, 2002 Course start dates: August to September 2002 Locations: Calgary Second Intake-Application period: Jan 4 - April 28, 2002 Course start dates: August to December 2002 Locations: Calgary, Edmonton, Lethbridge area & TBA Southern & Central Alberta Third Intake-Application period: Apr 28 - Oct 31, 2002 Course start dates: January to April 2003 Locations: Calgary, TBA Southern, Central and Northern Alberta Applicants not successful in the first or second intake are automatically carried over to the next intake.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Emergency Medical Services Technology			
Emergency Medical Technician, Advanced Delivery in: Online - Asynchronous, with On-Site Labs and Preceptored Clinicals	**SIAST (Wascana Campus)** Regina (Main) (306) 798-4356 Toll Free 1-800-667-7730	Advanced Certificate	Emergency Medical Technician Program certificate from Kelsey Campus or Wascana Campus (or equivalent). Minimum two years work experience as an EMT or minimum 200 documented ambulance calls as an EMT. Current Basic Trauma Life Support (BTLS) Provider certificate within the last three years. Automated External Defibrillation (AED) Provider course. Physically capable of performing the required tasks. Your admission is conditional upon receipt of satisfactory medical and immunization records.
Gerontology and Gerontological Nursing			
Gerontological Nursing Delivery in: Distance Delivery	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622 Transfers to: Athabasca University	Varies Certificate in Gerontological Nursing (Up to 4 years to complete the program)	Registered Nurse or Registered Psychiatric nurse or Licensed Practical Nurse. 3 credit health assessment course with a minimum of C-. (Individualized program available through distance learning or home study.)
Gerontological Nursing Delivery in: Print, Labs, Hospital clinical	**SIAST (Wascana Campus)** Regina (Main) (306) 798-4356 Toll Free 1-800-667-7730	Up to 3 Years (to complete) Advanced Certificate	Intended for Registered Nurses and Registered Psychiatric Nurses. Minimum one year experiece required.
Hearing Aid Practitioner			
Hearing Aid Practitioner	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622 Transfers to: Athabasca University	2 Years Diploma (on-site or distance delivery)	High school diploma or equivalent. Successful completion of Biology 30 and human anatomy & physiology or human physiology. Professional profile, one reference and a criminal record check required.
Holistic Health			
Herbs & Healing Delivery in: Print	**Alive Academy of Nutrition** Burnaby (Main) (604) 419-5026	6 Lessons	None

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Holistic Health			
Homeopathy Delivery in: Print	**Alive Academy of Nutrition** Burnaby (Main) (604) 419-5026	Homeopathy for First Aid (3 Modules); Homeopathy for Acute Ailments (7 Modules)	None
Massage Therapy			
Advanced Massage Delivery in: Print	**Northern Institute of Massage** Clyde (Main) (780) 348-5385	40 Weeks (1 Weekend per month on-site for Practical)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.
Relaxation/Swedish Massage	**Northwestern School of Massage** Calgary (Main)	250 Hours (12 Weeks, students are required to spend an additional 100 hours in homestudy)	ALL OF THE FOLLOWING: 1. Alberta high school diploma or equivalent with credits in Biology. 2. Successful interview with school administrator.
Relaxation/Swedish Message Correspondence Delivery in: Home-study	**Northwestern School of Massage** Calgary (Main)	250 Hours	CORRESPONDENCE PROGRAM CONTACT SCHOOL
Swedish Massage Delivery in: Print	**Northern Institute of Massage** Clyde (Main) (780) 348-5385	28 Weeks (1 Weekend per month on-site for Practical)	Generally, students taking vocational programs are required to have a grade twelve education or have achieved a general equivalency diploma. Students may also be admitted according to the school's "mature student" criteria. Further information may be obtained by contacting the school.

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Medical Laboratory Assistant			
Medical Laboratory Assistant Delivery in: Many of the first-year courses are available by correspondence	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	30 Week Certificate (Eight-week practicum)	Alberta High School Diploma or equivalent with at least 60% average in English 30, Pure/ Applied Math 30 (Math 30 or 33), Chemistry 30 and Biology 30. For upgrading options, please see our Pre-Careers program. This program receives more applications than we have seats. The average mark on the prerequisite courses for successful applicants last year was approximately 75%. In 2000, 100% of our graduates were employed within 6 to 9 months. Their starting salary range is $13.74 ? 16.62/hr according to the Health Sciences Associations' August 2001 collective agreement.
Medical Laboratory Assistant Delivery in: Print, Skills Assessment, Video, CD-Rom, Web	**University College of the Cariboo** Kamloops (Main) (250) 828-5403	3 Courses Certificate (6 months to complete each with placement)	No formal eduation requirements. The required courses represent the knowledge needed to function as a medical laboratory medical assistant in hospitals or private clinics. The practical skills will be provided by employers/supervisors. Students are responsible for finding their own clinical placement.
Medical Laboratory Technology			
Medical Laboratory Technology	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	2 Year Diploma	An Alberta High School Diploma or equivalent, with 60% or better in each of English 30, Math 30, Chemistry 30 and Biology 30 (Physics 20 is highly recommended). Basic computer literacy is required for success in this program.
Medical and Related Sciences			
Anatomy and Physiology Delivery in: Print	**Alive Academy of Nutrition** Burnaby (Main) (604) 419-5026	29 Modules	None

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Nurse, Licensed Practical (LPN)			
Practical Nurse	**NorQuest College** Edmonton (Main) (780) 422-2020	48 Weeks Certificate	Minimum 18 years of age. An Alberta high school transcript with the following courses: credit in English 30 or minimum 60% in English 33; credit in Math 10 or 23; and credit in a 30 level Science- Biology preferred. Chemistry or Physics acceptable. Signed statement of good physical and emotional health. Fluency in English. TOEFL at 560/220 and TSE at 200 for ESL applicants. A current Basic Rescuer (Level C) Certificate. Clear criminal record check.
Practical Nurse Delivery in: Distance, Workshops and Hospital Clinical Practicum	**Northern Lakes College** Various Sites (780) 751-3200	48 Weeks Certificate Full or Part-time	Minimum 18 years of age at start of program, have the following Alberta subjects or equivalents (original transcripts required), a minimum of 60% in English 33 or a minimum mark of 50 % in English 30, credit in a 20 or 30 level Science (Biology, Chemistry, or Physics - Biology 30 preferred), credit in Mathematics 10 or 23. Have up-to-date immunization. Provide documentation of good physical and emotional health. Be fluent in the English language. Current CPR Basic Rescuer. Clear criminal record.
Practical Nursing Delivery in: Print, labs	**SIAST (Wascana Campus)** Regina (Main) (306) 798-4356 Toll Free 1-800-667-7730	16 Weeks (per course) Certificate (8 courses) Creditied to semester 1 and 2 of the full program.	Grade 12 with 60% average. Must have math and science.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Nurse, Licensed Practical (LPN) - Refresher			
Practical Nurse Re-Entry Delivery in: Home-study	**NorQuest College** Edmonton (Main) (780) 422-2020	Self-paced, allowing up to one year for completion	Minimum 18 years of age. Must have successfully completed a recognized paraprofessional program and must be ineligible to meet the legislated requirements for registration in the Province of Alberta. Applicants may be required to take placement examinations as a basis for planning an individualized program. Must be reffered by CLPNA.
Practical Nurse Re-Entry Delivery in: Print, Labs, Hospital clinical	**SIAST (Wascana Campus)** Regina (Main) (306) 798-4356 Toll Free 1-800-667-7730	Up to 2 Years (to complete) Certificate	Must be eligible for Practical Nurse license.
Nurse, Licensed Practical - Post LPN			
Operating Room Nursing and Techniques/LPN Delivery in: Print, Labs, Hospital clinical	**SIAST (Wascana Campus)** Regina (Main) (306) 798-4356 Toll Free 1-800-667-7730	Up to 3 Years Advanced Certificate	Intended for Licensed Practical Nurses. Minimum six months work experience as a LPN. Prerequisite course: Administration of Medication.
Nursing, Basic (RN)			
Home Health Nursing Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 Year 31 credits University Certificate in Home Health Nursing.	Must meet the requirements for the entrance into the Bachelor of Nursing program. All courses within the certificate are transferable to the Bachelor of Nursing degree program.
Nursing Delivery in: Print, Audio, Video, Computer conferences	**University of Victoria** School of Nursing (250) 721-7956	Up to 6 years to complete B.Sc.	Participants must be active participating Registered Nurses.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Nursing, Basic (RN) - Refresher			
Nursing Re-Entry for Registered Nurses Delivery in: Home study	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630	1 Year Individualized Study for Registration Eligibility with the Alberta Association of Registered Nurses	Graduate of an approved school of Nursing. The program is designed to meet the needs of previously Registered Nurses who have been away from practice for 5 years or more. It is designed to re-orient them in both theoretical knowledge and clinical skills to provide eligibility for registration. Contact the Allberta Association of Registered Nurses to determine eligibility. (This program is offered through a brokering arrangement with Grant MacEwan Community College.)
Nursing Re-Entry for Registered Nurses Delivery in: Print, Labs, Hospital clinical	**SIAST (Wascana Campus)** Regina (Main) (306) 798-4356 Toll Free 1-800-667-7730	Up to 2 Years Diploma	Must be Registered Nurse or be eligible to register as a RN in Canada.
Nursing Refresher Delivery in: Computer Managed Learning or Distance format offered. Guided clinical experience.	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103	Individualized Program	Nurses who have not been registered for five years or more may qualify for re-registration with the Alberta Association of Registered Nurses (AARN) by successfully completing this course. Individualized program brokered through Grant MacEwan College.
Nursing, Basic - Post RN			
Nursing Delivery in: Internet	**University of Calgary** Calgary (Main) (403) 220-6645	2 Years B.N. Baccalaureate Program for Registered Nurses (M.N.)	Registered Nurse from an approved School of Nursing, current active AARN registration. Background subjects must include English 30 and Biology 30 with a minimum 50% in each. Information sheet required.

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Nursing, Basic - Post RN			
Nursing - Post RN Delivery in: Various distance delivery modes. Access to a computer with basic word processing and Internet access are definite advantages in completing program requirements. Students are responsible for their own computer-related communication costs such as long-distance telephone charges and Internet subscription.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	2 Years 69 credits Bachelor of Nursing (Post RN)	Students seeking enrolment in the post-RN BN program must be a graduate from an approved diploma program and hold current registration/licensure with a provincial, state or national nursing association. Registration/licensure must be maintained throughout the program. An average of 60% in all previous applicable university studies accepted as transfer credit.
Nursing - Post RN	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819	69 Credits Post R.N. Diploma	Registered Nurse from an approved School of Nursing. Students are required to complete 12 credits of the required Nursing courses through Athabasca University. All other credits may be completed at Medicine Hat College.
Nursing - Post RN Delivery in: Distance	**University of Manitoba** Toll Free 1-888-216-7011 Winnipeg (Main) (204) 474-6209	2 Years Baccalaureate	Only Registered Nurses may take nursing courses offered by Distance Delivery and must meet the prerequisites and corequisites of courses. Registered Nurses not currently admitted to the University of Manitoba.

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Nursing, Basic - Post RN			
Nursing Post-Diploma Delivery in: Offered exclusively via the Internet/World Wide Web	**University of Calgary** Faculty of Nursing (403) 220-4636	Part-time or full-time. Maximum of 7 years to complete Bachelor of Nursing degree	Regular student admission applicants must present Alberta Grade XII Equivalent English 30, Math 30, Chem 30, Bio 30 and one other "30" level 5-credit subject with an overall average of 65% and no grade lower than 50%. Adult student admission applicants must present Alberta Grade XII Equivalent English 30 and Bio 30 with no grade lower than 50%. Applicants must have completed an RN Diploma and must present a minimum GPA of 2.50. Applicants who are successful in gaining admission must meet all the local immunization requirements and must provide proof of current, active nursing registration and CPR Certification at the Basic Rescuer or Basic Cardiac Life Support level prior to the commencement of clincial practice courses, Nursing 532 and Nursing 542.
Nursing Practice - Advanced Graduate Diploma Delivery in: On-line asynchronous conference.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	5 Years 18 credits Advanced Graduate Diploma	Baccalaureate degree in nursing from an accredited institution, a minimum of two years professional nursing experience, nursing registration, certificate in BLS and immunization status. Program begins in September each year - application deadline is March. Some courses have a practicum requirement.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Nursing, Psychiatric (RPN)			
Psychiatric Nursing Delivery in: Distance	**Open Learning Agency** Burnaby (Main) (604) 431-3000 Toll Free 1-800-663-1663	Bachelor of Health Science (Psychiatric Nursing)	Open to students enrolled in the Advanced Diploma program in Psychiatric Nursing at Douglas College, who are (1) psychiatric nursing graduates registered in British Columbia, Alberta, Saskatchewan, or Manitoba; or (2) registered nurses working in psychiatric nursing. Individuals applying for admission to the degree program are required to provide documentation of admission to the Advanced Diploma program at Douglas College. Entry to the Advanced Diploma program requires that the student possess current active practising registration as an RPN or RN and recent appropriate psychiatric nursing experience. Graduates of general nursing programs are required to demonstrate knowledge and skills comparable to current psychiatric nursing diploma programs.
Psychiatric Nursing Re-Entry Delivery in: Textbooks, videotapes and/or course manuals	**SIAST (Wascana Campus)** Regina (Main) (306) 798-4356 Toll Free 1-800-667-7730	Up to 2 Years (to complete) Advanced Certificate	Current CPR Level "C" (BLS Level "C") Certificate before commencing the clinical portion of the program. Letter of recommendation from the psychiatric nurses' licensing body in the province where you will participate in the clinical experience and where you want to be registered.
Nursing, Specialties			
Advanced Clinical Nursing Delivery in: Print, Labs, Hospital clinical	**SIAST (Wascana Campus)** Regina (Main) (306) 798-4356 Toll Free 1-800-667-7730 Transfers to: Athabasca University University of Saskatchewan	Up to 3 Years (to complete) Advanced Certificate	Active RN license. One year active practice.
Basic Critical Care Nursing Delivery in: Home study, with on-site labs	**SIAST (Wascana Campus)** Regina (Main) (306) 798-4356 Toll Free 1-800-667-7730	Advanced Certificate	Eligibility for registration with the registered nurses' licensing body in the province where you will participate in a clinical experience. 2000 hours recent nursing experience (acute care is recommended). Employer reference.

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Nursing, Specialties			
Community Nursing Delivery in: Distance Delivery only	**Medicine Hat College** Medicine Hat (403) 529-3819 (Main)	5 Core Courses Certificate (Up to 2 years to complete)	Students may gain admission to the program by applying to Admissions. Applicants must show proof of active or inactive AARN registration or of registration in another province.
Critical Care Nursing Specialization in: - Critical Care Nursing Stream - Emergency Nursing Stream Delivery in: Distance Delivery	**Mount Royal College** Calgary (Main) (403) 240-0148	1 Year Certificate (Advanced Studies)	Graduation from an approved School of Nursing and current active Registered Nurse and one year recent hospital Nursing experience preferred. Official Nursing school transcript, a basic life-support certificate in Cardio- Pulmonary Resuscitation (CPR), a personal interview, and a letter of reference required.
Gerontology Delivery in: Online	**Selkirk College** Castlegar (250) 365-7292 (Main)	Certificate	Hold a current registration/license as a Registered Nurse in Canada; submit a letter of reference from their supervisor or a consultant in the specialty.
Maternal Infant Child Nursing Specialization in: -Child Health Nursing -Neonatal Healthcare -Neonatal Nursing -Perinatal Nursing Delivery in: Home-study	**Mount Royal College** Calgary (Main) (403) 240-0148	1 Year Certificate (Post-Basic)	Graduation from an approved School of Nursing and current, active Registered Nurse. Preference is given to applicants with a background in Neonatal Nursing. Official Nursing school transcript, proof of registration with current Nursing Association, letter of reference from latest employer, evidence of current certification in Neonatal Resuscitation Program will be required prior to commencing the first clinical course.
Mental Health Nursing Delivery in: Home- study	**Mount Royal College** Calgary (Main) (403) 240-0148	1 Year Certificate (Post-Basic)	Graduation from an approved School of Nursing and current active Registered Nurse. Evidence of basic preparation in Psychiatric/Mental Health Nursing in a basic Nursing program. Official Nursing school transcript, letter of reference from latest employer, a basic life-support certificate in Cardio-Pulmonary Resuscitation (CPR), 2 passport size photos, personal comments/reflections letter, an interview may be required.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Nursing, Specialties			
Nursing Specialties Specialization in: - Critical Care - Emergency - Neonatal - Nephrology - Occupational Health - Pediatric - Perinatal - Perioperative - Specialty Delivery in: Varies	**British Columbia Institute of Technology** Distance Education (604) 451-6733	Varies	Registered Nurse. Varies upon speciality chosen.
Occupational Health Nursing Delivery in: Distance Delivery	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622 Transfers to: Athabasca University	Varies Certificate	Must currently be a Registered Nurse or Licensed Nurse. Actively registered as a Registered Nurse in Canada or Licensed as a Nurse in another country (eligible for registration as a Registered Nurse in Alberta). Standard First-Aid or Basic Trauma Life Support Certificate or approved equivalent, and CPR Basic Rescuer Certificate completed by end of intake term. (Individualized program available through distance learning or home study.) Prerequisite: NURS-340 Health Assessment or Equivalent
Operating Room Nursing and Techniques/RN Delivery in: Print, labs, clinical	**SIAST (Wascana Campus)** Regina (Main) (306) 798-4356 Toll Free 1-800-667-7730	Up to 3 years to complete - Advanced Certificate	Intended for Registered Nurses. Minimum 6 months nursing experience required.
Rural Nursing, Post RN Delivery in: Print	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772	Contact school.	Not eligible for new students. Current students that are in the program (prior to 1999) are given five years to complete the Rural Nursing - Post RN program. This program will be cancelled in 2004.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Occupational and Environmental Health and Safety			
Environmental and Occupational Health Delivery in: On-campus study, Print, Computer conferences, Audio	**University of Victoria** Division of Continuing Studies (250) 742-4747	12 Courses Certificate	University degree (or relevant professional qualifications) and 3 years work experience OR high school graduation and 5 years' work experience OR any combination of equivalent education and work experience.
Occupational Health and Safety Delivery in: Distance	**British Columbia Institute of Technology** Distance Education (604) 451-6733	Certificate	Contact school.
Ophthalmic Dispensing			
Ophthalmic Assistant	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	6 Month Certificate	Inquire with institute.
Ophthalmic Dispensing - Contact Lenses Delivery in: Supplemented with one evening per month and two compulsory edging lab sessions per year.	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	2 Year Program	The applicant must be a licensed Optician and be working under the direct supervision of a licensed Contact Lens Practitioner, Optometrist or Ophthalmologist. This program also available through Continuing Education.
Ophthalmic Dispensing - Eye Glasses Delivery in: Supplemented with one evening per month and two compulsory edging lab sessions per year.	**Northern Alberta Institute of Technology** Edmonton (Main) (780) 471-6248 Toll Free 1-800-661-4077	2 Year Program	Applicants must have a High School Diploma, and be employed full-time with a licensed Optician or Optometrist. Mature student applicants will be considered for acceptance by the Program Head, provided the student is employed with a licensed Optician or Optometrist and a resume of past work experience is submitted in lieu of a Diploma. This program also available through Continuing Education.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Palliative Care			
Palliative Care Delivery in: Print	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	2 Years Diploma	Applicants must be Health Care Professionals with either a degree or diploma standing (e.g. Registered Nurse, Social Worker, Occupational Therapist, Recreation Therapist, Physiotherapist).
Pharmacology and Pharmacy Support			
Pharmacy Technician Delivery in: To participate in the Distance Program, students must have access to a computer with Internet and e-mail capabilities. Distance students must also arrange for an approved examination proctor. Please refer to page 146 of the Academic Calendar for details.	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630	1 Year Certificate (on-site); 2 1/3 Year Certificate (distance education)	High School Diploma with no mark below 60% in: Biology 30, Chemistry 30 or Science 30, English 30 or 33, Math 30 (or Pure Math 30) or Math 33 (or Applied Math 30), and Typing 30 or demonstrated ability to type a minimum of 35 net words per minute required -OR- mature student status -AND- knowledge of the Pharmacy Technician career, two letters of reference from educators or employers, one to two-page handwritten essay, medical and personal health review and computer literacy (Computers 30 or equivalent is an asset).
Radiology and Diagnostic Imaging Technology			
Adult Echocardiography Delivery in: Distance	**British Columbia Institute of Technology** Distance Education (604) 451-6733	Advanced Speciality Certificate	Registered Diagnostic Medical Sonographer or minimum 2 year allied Health/Nursing Diploma program or Bachelor degree in Health related discipline. One page essay outlining patient care experince and English 12 with (B) or better and CPR (Level C or Basic Rescuer; Canadian Standard) and English language proficiency.
Magnetic Resonance Imaging Delivery in: Distance	**British Columbia Institute of Technology** Distance Education (604) 451-6733	Certificate	Contact school.
Medical Imaging Delivery in: Print, telephone tutoring	**British Columbia Institute of Technology** Distance Education (604) 451-6733	Bachelor of Technology	BCIT Diploma in Medical Radiography or equivalent. English 12 or equivalent. Two years of relevant work experience. English language proficiency.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Radiology and Diagnostic Imaging Technology			
Nuclear Medicine Technology Delivery in: Many of the Health and Public Safety core courses offered in the first semester are also available by correspondence.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: Athabasca University	2 Year Diploma (One-year clinical practicum)	Alberta High School Diploma or equivalent with at least 60% average in English 30, Pure Math 30 or 31, Chemistry 30, Biology 30 or Physics 30 plus one option of the following: Math 31, Language 30, Physics 30, Biology 30, Social Studies 30 or Science 30. For upgrading options, please see our Pre-Careers program. This program receives more applications than we have seats. The average mark for candidates who where successful getting into the program last year was 81%. Enrollment in this program is limited. Applicants will be accepted on the basis of academic standing in high school and/or previous post-secondary education. Work experience, educational background, career plans, community and professional service will also be taken into consideration in the selection of candidates. A standardized form for listing work experiences and your career investigation will be sent to each applicant meeting the basic prerequisites. The top 50 ranked candidates will be offered a personal interview with the NMT selection committee for further consideration. Candidates will be notified of their success in obtaining an interview by April 30th. Greater than 80% of the candidates selected last year had post-secondary course work. In 2000, 100% of our graduates were employed within 6 to 9 months. The salary range according to the Health Sciences Association of Alberta's August 2001 collective agreement was $20.57/hr-29.60/hr.
Respiratory Therapy and Cardiovascular Perfusion			
Anesthesia Assistant Delivery in: Print, Hospital clinical, Web	**University College of the Cariboo** Kamloops (Main) (250) 828-5403	Up to 24 Months Diploma	Registered Respiratory Therapist or Registered Nurse.

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Respiratory Therapy and Cardiovascular Perfusion			
Asthma Educator Delivery in: Print, Internet, Video	**University College of the Cariboo** Kamloops (Main) (250) 828-5403	9 Months (3 Courses) Certificate	Open to all heath care professionals.
Cardiovascular Perfusion Delivery in: Print, Clinical at Vancouver Hospital and BC Children's Hospital	**University College of the Cariboo** Kamloops (Main) (250) 828-5403	2 Years Diploma (includes 48 week clinical rotation)	Post diploma program for allied health professionals such as Nurses, Respiratory Therapists, Biomedical Engineering Technologists or qualified B.Sc graduates. Interview at Vancouver Hospital is mandatory for all applicants. BC and then Canadian residents will have priority in the selection process.
Respiratory Therapy Delivery in: Distance	**Open Learning Agency** Burnaby (Main) (604) 431-3000 Toll Free 1-800-663-1663	Bachelor of Health Science (Respiratory Therapy)	A diploma in respiratory therapy from a recognized institution; proof of possession of a CSRT registration number; a minimum of one year of work experience as a respiratory therapist; and proof of at least one year of employment as a respiratory therapist in the last five years are required. Applications from candidates who have not practised in the field for at least one year in the last five years will be reviewed; these candidates may be required to update their didactic studies in respiratory therapy.

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Respiratory Therapy and Cardiovascular Perfusion			
Respiratory Therapy	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: Athabasca University	3 Year Diploma (Second-year practicum and third-year clinical setting)	Alberta High School Diploma or equivalent with at least 60% average in Biology 30, Chemistry 30, Pure Math 30 or Applied Math 30 (33), and English 30 or 33. For upgrading options, please see our Pre-Careers program on page 121. English Language Proficiency Requirements. This program receives more applications than we have seats so apply early. Applicants will be short listed based on academic averages. Final selection will be based on an interview (under review) and an understanding of the career including a hospital visit and good knowledge of what respiratory therapy is. Specific information will be sent to applicants meeting the minimum requirements. In 2000, 100% of our graduates were employed within 6 to 9 months. Their starting salary range was $22.27 per hour to start to $27.65 per hour after seven years according to the Health Sciences Association of Alberta's Collective Agreement, August 2001.
Sleep Studies			
Polysomnography Delivery in: Print, Web Delivery	**University College of the Cariboo** Kamloops (Main) (250) 828-5403	3 Courses Certficate	This distance program is designed for EEG Technologists, Nurses, and Respiratory therapists persuing careers in sleep medicine and polysomnography.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Sterile Processing			
Sterile Processing Delivery in: Distance	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	5 Modules (maximum of three years to complete all five modules and the final examination)	ROUTE 1 (Certificate): The student must be currently employed in a Service Aide position in Central Service, Supply or Operating Room. A letter from your manager/supervisor must accompany the application stating that you are employed and the hospital can provide a one week practicum in each of: decontamination, assembly, sterilization, supply/distribution. ROUTE 2 (Non-Certificate): Grade 11 or equivalent; good verbal and written English skills.
Sterile Processing and Distribution	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	24 Week Certificate (Eight-week practicum)	Alberta High School Diploma or equivalent with at least 50% in English 30 or 33. For upgrading options, please see our Pre-Careers program. Students are selected based on academic standing.
Therapist Assistant			
Occupational Therapy Assistant Delivery in: Classroom	**Medicine Hat College** Medicine Hat (Main) (403) 529-3819	1 1/2 Years Diploma	High school credentials or equivalent with a minimum mark of 60% in each of English 30, Biology 30 and two other 30 or 33 level subjects, one of which must be a 30-level Science or Math. Transfer from recognized colleges or universities; non-matriculated adult admission; or credentials from other countries. Students must have obtained a current Basic CPR Certificate (BCLS), Standard First Aid Certificate and updated immunizations.

HEALTH CARE, MEDICAL SCIENCES AND RELATED STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Therapist Assistant			
Physical Therapy Assistant Delivery in: Classroom	**Medicine Hat College** Medicine Hat (403) 529-3819 (Main)	1 1/2 Years Diploma	High school credentials or equivalent with a minimum mark of 60% in each of English 30 and Biology 30 and two other 30 or 33 level subjects, one of which must be a 30-level Science or Math; Transfer from recognized colleges or universities; non-matriculated adult admission; or credentials from other countries. Students must have obtained a current basic CPR Certificate (BCLS), Standard First Aid Certificate and updated immunizations.
Speech Language Pathologist Assistant	**Medicine Hat College** Medicine Hat (403) 529-3819 (Main)	1-1/2 Years Diploma	High school diploma with an overall average of at least 60% and a minimum mark of 60% in each of English 30, Biology 30, plus two other 30 or 33 level subjects, one of which must be a 30-level Science or Math. Transfer from recognized colleges and universities. Mature student status considered. Biology 30 and English 30 are highly recommended.
Therapist Assistant Specialization in: - Occupational Therapist Assistant - Physical Therapist Assistant - Communication Assistant	**Medicine Hat College** Medicine Hat (403) 529-3819 (Main)	1-1/2 Years Diploma	High school diploma with an overall average of at least 60% and a minimum mark of 60% in each of English 30, Biology 30, plus two other 30 or 33 level subjects, one of which must be a 30-level Science or Math. Transfer from recognized colleges and universities. Mature student status considered. Biology 30 and English 30 are highly recommended.
Therapy Specialists			
Music Therapy Delivery in: Distance	**Open Learning Agency** Burnaby (Main) (604) 431-3000 Toll Free 1-800-663-1663	Bachelor of Music Therapy	Enrolment in or completion of the Capilano College Music Therapy program. It is recommended that students be registered concurrently in the diploma program and the BCOU degree program.

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Therapy Specialists			
Physiotherapy Delivery in: Distance	**Open Learning Agency** Burnaby (Main) (604) 431-3000 Toll Free 1-800-663-1663	Bachelor of Health Science (Physiotherapy)	Candidates in both groups are subject to the academic policies of OLA and are required to submit full documentation of their academic history, including documentation of graduation from a three-year diploma program (or equivalent) in physiotherapy at a recognized institution. In addition, the following admission requirements apply: Group 1-Candidates are required to provide a copy of a current full licence with the CPTBC. Group 2-Candidates who are referred by the Alliance are required to provide documentation showing that the only requirements they need to obtain full licensure in a jurisdiction affiliated with the Alliance are completion of a degree program and a pass grade on the Physiotherapy National Examination. All other licensure requirements, set by the CPTBC and the Alliance, including completion of a program with sufficient physiotherapy content and successful completion of a TOEFL (Test of English as a Foreign Language) test, are to be completed prior to admission to the program.

HUMAN ECOLOGY, FASHION AND FOOD SCIENCES

Food Science and Nutrition

- -Applied Human Nutrition
- -Applied Nutrition
- -Certified Natural Products Advisor
- -Vegetarian Nutrition

Textiles, Clothing and Cultural Conservation

- -Cultural Conservation

HUMAN ECOLOGY, FASHION AND FOOD SCIENCES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Food Science and Nutrition			
Applied Human Nutrition Delivery in: Distance	**Simon Fraser University** Burnaby (Main) (604) 291-3524 Toll Free 1-800-663-1411	Certificate	In addition to meeting the normal certificate program admission requirements, all new students must submit a completed program approval form to the kinesiology undergraduate advisor for formal acceptance in the program.
Applied Nutrition Delivery in: Print	**Alive Academy of Nutrition** Burnaby (Main) (604) 419-5026	12 Lessons	To be admitted, a student must display sufficient maturity and background to ensure probable completion of the course of study.
Certified Natural Products Advisor Delivery in: Print	**Alive Academy of Nutrition** Burnaby (Main) (604) 419-5026	13 Chapters	None
Vegetarian Nutrition Delivery in: Print	**Alive Academy of Nutrition** Burnaby (Main) (604) 419-5026	12 Lessons	None
Textiles, Clothing and Cultural Conservation			
Cultural Conservation Delivery in: Web components, Print, Audio, CD-ROM, Computer conferences	**University of Victoria** Division of Continuing Studies (250) 742-4747	2 - 5 Years (18 Credits) Diploma	This program enables professionals in the museum and heritage sector to complete either individual courses or a full diploma program on a part-time basis. A first degree or the equivalent is normally the prerequisite to enrolment. Mature applicants who are particularly qualified by appropriate experience are normally also admissable.

HUMANITIES AND LANGUAGES

English

- English

French

- French
- French Language Proficiency

History

- History

HUMANITIES AND LANGUAGES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
English			
English Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years 90 credits BA 4 Years 120 credits BA	Anyone 18 years of age or older can apply, regardless of previous academic experience.
French			
French Delivery in: Home study	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years 90 credits BA 4 Years 120 credits BA Full or Part-time	Anyone 18 years of age or older can apply, regardless of previous academic experience.
French Delivery in: Distance Delivery	**University of Calgary** Calgary (Main) (403) 220-6645	* 4 Years B.A.; 5 Years B.A. (Co-op) (M.A.)	Standard admission.
French Language Proficiency Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 Year 30 credits University Certificate in French Language Proficiency Full or Part-time	Anyone 18 years of age or older can apply, regardless of previous academic experience.

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

HUMANITIES AND LANGUAGES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
History			
History Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years 90 credits BA 4 Years 120 credits BA	Anyone 18 years of age or older can apply regardless of previous academic experience. A high-school diploma is not required. Students will be granted conditional enrolment in the Bachelor of Artrs degree program until the following requirements have been met. 1. A pass on the Alberta Universities Writing Competence Test. 2. Exemption from the test is granted to students who satisfy one of the following criteria: hold credit in ENGL 255 (ENGL 255 will not satisfy the Humanities area of study. It will, however, count as part of the total number of credits required for the degree); or have a grade of 70 percent or better in an Athabasca University English course, or receive transfer credit for an English course in which a grade of "B" or better was achieved.

PERSONAL AND FOOD SERVICES

Electrolysis

-Electrology

Food and Beverage Services

-Food Service Worker

Food and Nutrition Management

-Food Services and Nutrition Management
-Food and Nutrition Management Technology

Funeral Home Services

-Funeral Director & Embalmer
-Funeral Service Certificate, Pre-Employment

Pet Grooming

-Animal Welfare

Travel and Tourism

-Travel
-Travel and Tourism

PERSONAL AND FOOD SERVICES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Electrolysis			
Electrology Delivery in: On-line delivery	**Alberta Technical Institute of Electrology** Sherwood Park (780) 417-3230 (Main)	500 Hours (40 Weeks part-time)	Standard Admission- Students must meet ONE of the following criteria: 1. Alberta high school diploma, verified by transcript, or non-Alberta equivalent. OR 2. Successful completion of the General Equivalency Diploma (G.E.D) with a standard score of 50 or better in English. Mature Admission- Students must meet ALL of the following criteria. 1. Out of school for two years. 2. Thirty-three credits toward an Alberta high school diploma, verified by transcript, with 50% or better in a Grade 10 English, or non-Alberta equivalent. All students must successfully pass an interview with school administration which includes a dexterity test and aptitude for electrology.
Food and Beverage Services			
Food Service Worker Delivery in: Print, videotapes	**SIAST (Kelsey Campus)** Saskatoon (Main) (306) 933-6350 Toll Free 1-800-567-3263	Certificate	Grade 10 or GED 12. After successfully completing two of the courses outlined below, you must apply for admission into the program.
Food and Nutrition Management			
Food Services and Nutrition Management Delivery in: Video, Print	**SIAST (Kelsey Campus)** Saskatoon (Main) (306) 933-6350 Toll Free 1-800-567-3263	5 Years (to complete) Certificate	Grade 12 or equivalent. Experience in the Food Services industry an asset but not necessary.

PERSONAL AND FOOD SERVICES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Food and Nutrition Management			
Food and Nutrition Management Technology Delivery in: The first, 32-week year is spent at SAIT; some first-year courses are also available through distance education. The second year consists of 16 weeks at SAIT and 24 weeks of practical training at a health care and commercial food service site.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248 Transfers to: Athabasca University	2 Year Diploma (24-week practicum)	Alberta High School Diploma or equivalent with at least 50% in Pure/Applied Math 20 (Math 20/23), English 30 or 33, Biology 30, Chemistry 20 or Science 20. For upgrading options, please see our Pre-Careers program. Qualified applicants will be requested to complete a career investigation and an immunization schedule. In 2000, 100% of our graduates were employed within 6 to 9 months. Their starting salary range was $14,400 to $45,300 per year.
Funeral Home Services			
Funeral Director & Embalmer Specialization in: - Funeral Service - Embalming Delivery in: Clinical Practicum	**Mount Royal College** Continuing Education (403) 240-6875	12 Months Full-time Certificate; 2 Year Part-time Certificate	Biology 30 and Chemistry 30 (or equivalents) are strongly recommended.
Funeral Service Certificate, Pre-Employment Delivery in: Modules and on-site seminars	**Western School of Funeral Service** Red Deer (Main) (403) 347-4483	10 Months Certificate	Grade 12 diploma or equivalent. Mature students may qualify for exemption.
Pet Grooming			
Animal Welfare Delivery in: Print. Web, Video	**University College of the Cariboo** Kamloops (Main) (250) 828-5403	Max. 6 months per section Certificate	No formal requirements.
Travel and Tourism			
Travel Delivery in: Distance Learning for Certificate program only	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103	1 Year Travel Certificate; 2 Years Tourism Diploma	High school diploma with 60% in English 30/33 or equivalent and 50% in Applied Math or equivalent. Letter of intent describing background, work experience, reason for wanting to enrol in Travel or Tourism program.

PERSONAL AND FOOD SERVICES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Travel and Tourism			
Travel and Tourism	**Medicine Hat College** Medicine Hat (403) 529-3819 (Main)	1 Year Certificate	High school diploma with English 30 or 33 and Math 13 or mature student status.

PHYSICAL EDUCATION AND RECREATION

Fitness Leadership and Personal Training

- -Health and Fitness Studies
- -Personal Fitness Trainer

Parks Facility Management

- -Park Facility Maintenance Management and Inspection
- -Park Management, Safety and Security

Recreation Facility Management

- -Recreation Facility Operations

Recreation and Leisure

- -Therapeutic Recreation

PHYSICAL EDUCATION AND RECREATION

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Fitness Leadership and Personal Training			
Health and Fitness Studies Delivery in: Print, Internet, Classroom study	**Simon Fraser University** Burnaby (Main) (604) 291-3524 Toll Free 1-800-663-1411	Certificate	Prospective students must apply to Simon Fraser University for admission and meet the normal admission requirements prior to undertaking the certificate program.
Personal Fitness Trainer Delivery in: Full-time (Classroom); Part-time (Distance)	**Mount Royal College** Continuing Education (403) 240-6875	10 Months (Full-time); 2 Years (Part-time) Certificate; 12 Courses plus 100 Hours Practicum	Application Process; 18 years of age or older.
Parks Facility Management			
Park Facility Maintenance Management and Inspection Delivery in: Distance	**British Columbia Institute of Technology** Engineering Technologies (604) 451-6984 Toll Free 1-800-663-3606	Associate Certificate	Contact school.
Park Management, Safety and Security Delivery in: Distance	**British Columbia Institute of Technology** Engineering Technologies (604) 451-6984 Toll Free 1-800-663-3606	Associate Certificate	Contact school.
Recreation Facility Management			
Recreation Facility Operations Specialization in: Certificates in: - Arena Operations - Building Operations - Pesticide Applications - Swimming Pool Operations etc. upon satisfying government standards.	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103	1 Year Certificate	Applicants are required to have an Alberta high school Diploma or equivalent. Admission in Fall term only.
Recreation and Leisure			
Therapeutic Recreation Delivery in: Print, Video, In-Class instruction, Saskatchewan Cable Network	**SIAST (Kelsey Campus)** Saskatoon (Main) (306) 933-6350 Toll Free 1-800-567-3263	29 Courses, 6 Practicums Diploma	Grade 12 or equivalent.

SCIENCES, BIOLOGICAL AND PHYSICAL

Biological Sciences

- -Human Science
- -Sciences/Biological Human Sciences

SCIENCES, BIOLOGICAL AND PHYSICAL

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Biological Sciences			
Human Science Delivery in: Various distance delivery and on-line modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	4 Years 120 credits BSc	Minimum of 18 years of age or older. Students holding a diploma in a health-oriented field may be granted up to 60 credits toward this degree.
Sciences/Biological Human Sciences Delivery in: Various distance and on-line delivery methods.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	2 Years 60 credits BSc (Post Diploma) Full or Part-time.	Students must have successfully completed an approved science-oriented technical diploma from a college or institution of technology and can transfer up to 60 credits towards the BSc (PD) program.

SOCIAL SCIENCES, LAW AND INTERDISCIPLINARY STUDIES

Anthropology
- Anthropology

Canadian Studies
- Canadian Studies

Criminology
- Criminal Justice
- Criminology

Development Studies
- Community Economic Development

Ethnic and Intercultural Relations
- Ethnic and Intercultural Relations

Interdisciplinary Social Sciences
- Social and Policy Issues

Political Science
- Political Economy

Psychology
- Counselling, Master of
- Psychology

Sociology
- Sociology

Women's Studies
- Women's Studies

SOCIAL SCIENCES, LAW AND INTERDISCIPLINARY STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Anthropology			
Anthropology Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years 90 credits BA 4 Years (120 credits) BA	Anyone 18 years of age or older can apply, regardless of previous academic achievement. A high-school diploma is not required.
Canadian Studies			
Canadian Studies Delivery in: Various distance and on-line deliveries.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	4 Years 120 credits BA	It is recommended that students working towards a Canadian Studies major should meet the language requirement before completing 30 credits with Athabasca University. Students must meet the language requirement in one of three ways: 1.read French at a level consistent with the usual requirements of a junior French language course. This ability may be shown by one of the following: a. complete 6 junior credits in French; for example, FREN 200 and FREN 201, or b. pass a reading proficiency exam in French. 2.speak fluently one of Canada's Aboriginal languages; e.g., Cree or Inuktitut. 3.read one of Canada's Aboriginal languages; e.g., Cree or Inuktitut, at a level consistent with the usual requirements of a first-year university language course.
Criminology			
Criminal Justice Delivery in: A variety of distance and on-line delivery modes are available. Individualized study or grouped study are offered. Grouped (classroom) instruction if is offered on-site at a number of approved locations.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	2 years 120 credits Bachelor of Professional Arts	This program iis available to students who have graduated with a two-year approved diploma in criminal justice-related areas from an accredited college or technical institute program. Student can be granted up to 60 credits towards the degree. Additional credits can be awarded for Prior Learning Assessment.
Criminology Delivery in: Print, Internet, On-campus study	**Simon Fraser University** Burnaby (Main) (604) 291-3524 Toll Free 1-800-663-1411	General or Advanced Certificate	Both certificates are primarily directed toward undergraduate students and criminal justice professionals, but they are open to all interested persons.

SOCIAL SCIENCES, LAW AND INTERDISCIPLINARY STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Criminology			
Criminology Delivery in: Print, Internet, On-campus study	**Simon Fraser University** Burnaby (Main) (604) 291-3524 Toll Free 1-800-663-1411	Post-Baccalaureate Diploma	Bachelors degree (or higher), in any field of study, to expand their knowledge of criminology through a recognized program.
Development Studies			
Community Economic Development Delivery in: Distance	**Simon Fraser University** Burnaby (Main) (604) 291-3524 Toll Free 1-800-663-1411	Certificate	Formal application for program approval with the CED Centre. Students must normally complete 30 credit hours before applying for this program. Is for those with an undergraduate degree or equivalent.
Community Economic Development Delivery in: Distance	**Simon Fraser University** Burnaby (Main) (604) 291-3524 Toll Free 1-800-663-1411	Diploma	This program is for those with an undergraduate degree or equivalent.
Ethnic and Intercultural Relations			
Ethnic and Intercultural Relations Delivery in: Print, Internet, On-campus study	**Simon Fraser University** Burnaby (Main) (604) 291-3524 Toll Free 1-800-663-1411	Certificate	Intended for both general students and those aspiring to become human service professionals (social workers, educators, police, counselors, personnel managers, health practitioners, or civil servants) who are required to interact effectively and in positive ways with people from a variety of cultural and linguistic backgrounds.
Interdisciplinary Social Sciences			
Social and Policy Issues Delivery in: Print, Internet, In-class	**Simon Fraser University** Burnaby (Main) (604) 291-3524 Toll Free 1-800-663-1411	Post-Baccalaureate Diploma	Bachelors degree (or higher) in any field of study and is of special interest to those who wish to fulfil or change career goals, professionals (teachers, civil servants, nurses, and those working in the social services field) who seek new perspectives for analyzing and interpreting social policy issues, and to those who wish to develop their general educational background.

SOCIAL SCIENCES, LAW AND INTERDISCIPLINARY STUDIES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Political Science			
Political Economy Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years 90 credits BA 4 Years 120 credits BA	Anyone 18 years of age or older are eligible to apply. Holders of a previous degree may not enroll in this program.
Psychology			
Counselling, Master of Delivery in: On-line study, teleconferencing and/or videoconferencing, traditional classroom instruction, face-to-face remote delivery, summer institututes, and weekend schools.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	Up to 6 Years 36 credits Master of Counselling	An undergraduate (baccalaureate) degree. A minimum grade point average (GPA) of 3.00 in the last ten full-course equivalents (30 credits). A minimum of three half courses (9 credits) in psychology or educational psychology, including a course in developmental psychology (3 credits), a course in learning psychology (3 credits), one optional psychology or educational psychology course (3 credits). An additional counselling skills course (3 credits) or demonstration of counselling skills in the form of an audiotape or videotape submission. Demonstrated proficiency in the English language. Evidence of related volunteer work or paid employment is an asset.
Psychology Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years 90 credits BA 4 Years 120 credits BA	Anyone 18 years of age or older can apply regardless of previous academic experience.
Sociology			
Sociology Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years 90 credits BA 4 Years 120 credits BA	Anyone 18 years of age or older can apply regardless of previous academic experience.

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Women's Studies			
Women's Studies Delivery in: Various distance and on-line delivery modes.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years 90 credits BA 4 Years 120 credits BA	Anyone 18 years of age or older can apply regardless of previous academic experience.

SOCIAL, COMMUNITY AND PROTECTIVE SERVICES

Aboriginal Child Development
- -Aboriginal Child Care

Career Development
- -Career Development
- -Career Practitioner

Child and Youth Care
- -Child and Youth Care
- -Youth Care Worker

Correctional Services
- -Bachelor of Applied Corrections
- -Correctional Services
- -Sex Offender Awareness

Counselling Specialties
- -Counselling Women

Early Childhood Development & Education
- -Early Childhood Development/ Education
- -Early Childhood Education
- -Special Needs Child Care

Gerontology and Seniors' Services
- -Gerontology
- -Recreation Facilitator for Older Adults

Mental Health Services
- -Children's Mental Health

Personal Care Assistant
- -Community Care
- -Health Care Aide
- -Personal Support Aide
- -Personal Support Worker

Rehabilitation Services
- -Community Rehabilitation
- -Developmental Disabilities
- -Rehabilitation Services
- -Rehabilitation Worker

Security and Investigation
- -Private Security Training
- -Security Management

Social Work
- -Social Work

SOCIAL, COMMUNITY AND PROTECTIVE SERVICES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Aboriginal Child Development			
Aboriginal Child Care Delivery in: Print, Telephone tutoring	**Red River College** Winnipeg (Main) (204) 632-2451 Toll Free 1-800-616-1113	6 Course Certificate	This program provides study for Early Childhood Educators who wish to expand their education in a specialized area. The courses will be of interest to those that have completed the prerequisites of an Early Childhood Education diploma, CBA or relevant degree.
Career Development			
Career Development Delivery in: Home-study	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	1 Year 30 credits University Certificate in Career Development	The program is intended primarily for practitioners who have some work experience in the career development field such as social workers, counsellors, health professionals, and corrections officers. Recognition of prior learning can result in quick completion of this program.
Career Development Delivery in: Home study	**Concordia University College of Alberta** Continuing Education (780) 413-7800	400-450 Hours (45 credits) Full-time, Part-time or Distance Diploma; 200-300 Hours (20-30 credits) Certificate	An appropriate undergraduate degree or equivalency based on experience. Interview and assessment of background also required.
Career Practitioner Delivery in: Distance	**Open Learning Agency** Burnaby (Main) (604) 431-3000 Toll Free 1-800-663-1663	Certificate	One year of counselling experience.
Child and Youth Care			
Child and Youth Care Delivery in: Print	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622	2-4 Years (part-time)	High school diploma or mature student. Must be at least 19 years of age. Completion of two Child and Youth Care courses, a seven page personal profile and first aid certification. (All of the above must be completed within six months of applying for admission to this program). Home study.

SOCIAL, COMMUNITY AND PROTECTIVE SERVICES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Child and Youth Care			
Child and Youth Care	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103 Transfers to: Grant MacEwan College Malaspina University College Mount Royal College University of Victoria	2 Years Diploma	High school diploma or equivalent including a minimum 60% in each of: Social Studies 30 (or 70% in Social Studies 33), English 30 (or 70% in English 33) and one other 30-level course. Alternate Admission applicants are 21 years of age, with a minimum of 60% in each of: Social Studies 30 (or 70% in Social Studies 33), English 30 and one other 30 level subject or college equivalent 30 subject. Up-to-date medical immunization records & testing required. Criminal record and Child Welfare information checks also. Students are accepted for the Fall and Winter terms.
Child and Youth Care Delivery in: Print, Audio/Video cassettes, Telephone, 1 six day on-campus seminar, Web components, Computer conferences	**University of Victoria** School of Child and Youth Care (250) 721-7980	3 to 5 Years to complete B.A.	Entrance to the program is based on completion of CYC 200A, 200B, 252, 201 plus 3 units of 100 level English. Three units of 100 level Psychology is recommended. A Minimum GPA of 3.0 (C+) is required in these courses.
Youth Care Worker Delivery in: Video, Print, In-class instruction.	**SIAST (Kelsey Campus)** Saskatoon (Main) (306) 933-6350 Toll Free 1-800-567-3263	Certificate: 21 courses, 4 practicums; Diploma: 17 courses, 2 practicums	Grade 12 or equivalent.
Correctional Services			
Bachelor of Applied Corrections Delivery in: On campus; alternative methods of delivery; distance	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103	4 Years Degree	Students who have completed a Diploma in Corrections will be accepted directly into the program. Students with related credentials will be accepted into the program, after having been assessed on an individual basis to determine whether they are required to take bridging courses. Applicants with prior related work experience will be exempted from pre-admission testing.

SOCIAL, COMMUNITY AND PROTECTIVE SERVICES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Correctional Services			
Correctional Services	**Grant MacEwan College** Edmonton (Main) (780) 497-5140 Toll Free 1-888-497-4622 Transfers to: Athabasca University University of Alberta	2 Years Diploma (Also available Part-time & Distance Delivery)	High school diploma or equivalent, minimum age of 18 years by the end of the intake term. Mature student status also considered. English 30 with min 65% OR English 33 with min 75% OR Equivalent. Two letters of reference and Autobiography. Standard First Aid certificate are a condition of final acceptance. Security clearance is necessary for admission and field placements.
Sex Offender Awareness Delivery in: Online	**Justice Institute of British Columbia** New Westminster (Main) (604) 525-5422	Certificate	No external prerequisites are required.
Counselling Specialties			
Counselling Women Delivery in: Group study courses that begin September and January, delivered on-site at various institutions via teleconference. Elective courses may be available for both group study and individualized-study as indicated on the course syllabus.	**Athabasca University** Athabasca (Main) (780) 675-6100 Toll Free 1-800-788-9041	3 Years 30 credits University Certificate in Counselling Women.	Minimum 18 years of age. This certificate will enhance the knowledge and skills of those currently employed, directly or indirectly, in providing services to women. The program is ideal for professionals and volunteers crisis workers, social workers, family life educators, adult educators, nurses, teachers, and vocational counsellors.

SOCIAL, COMMUNITY AND PROTECTIVE SERVICES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Early Childhood Development & Education			
Early Childhood Development/ Education	**Grande Prairie Regional College** Grande Prairie (Main) (780) 539-2944 Toll Free 1-888-539-4772 Transfers to: Athabasca University University of Alberta	2 Years Diploma	You must be at least 18 years of age and have a high school diploma with at least 60% in English 30 or 65% in English 33 (or their equivalents). You will attend a group information session with fellow applicants and faculty of the Early Childhood Development Department. If you are 18 years of age or older and do not have these prerequisites, you should contact the Early Childhood Department for pre-admission testing. You must provide an immunization record prior to admission. Students who are admitted to the program will receive information on required/recommended immunizations with their admission. Applicants will be required to complete a Criminal Record Check with the R.C.M.P. prior to participation in practicum.
Early Childhood Development/ Education	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103 Transfers to: Athabasca University University of Manitoba University of Victoria	1 Year Certificate; 2 Years Diploma	High school diploma with a minimum of 60% in English 30 or 65% in English 33 plus a minimum 60% average in a 30-level Social Science course or equivalent. Pre-screening, interview and medical report also required. For diploma program: Early Childhood Certificate or equivalent.
Early Childhood Development/ Education Delivery in: Students can take courses on a full time basis at the college. The program can also be completed on a part time basis through alternate delivery courses, which involves home study, Saturday seminars, and teleconferencing or Internet communication.	**Red Deer College** Red Deer (Main) (403) 342-3400 Toll Free 1-888-732-4630	1 Year Certificate; 2 Year Diploma	Certificate: High school diploma with a minimum mark of 50% in English 30 or 65% in English 33 -OR- mature student status considered with entrance examination -AND- personal profile. Diploma: Early Childhood Certificate with a minimum grade point average of 1.7 -OR- consent of the Chair. If transferring from another post-secondary institution, you may be accepted if you present an equivalent academic program.
Early Childhood Development/ Education Delivery in: Print, Teleconference, Telephone Tutoring	**Red River College** Winnipeg (Main) (204) 632-2451 Toll Free 1-800-616-1113	19 Courses, first year of Diploma (Second year starting January 2002).	None

SOCIAL, COMMUNITY AND PROTECTIVE SERVICES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Early Childhood Development & Education			
Early Childhood Education Delivery in: Print, workshops	**SIAST (Kelsey Campus)** Saskatoon (Main) (306) 933-6350 Toll Free 1-800-567-3263	Certificate or Diploma	Contact school. thompsons@siast.sk.ca
Early Childhood Education Delivery in: Print, workshops	**SIAST (Wascana Campus)** Regina (Main) (306) 798-4356 Toll Free 1-800-667-7730	Certificate or Diploma	Contact school. thompsons@siast.sk.ca
Early Childhood Education Delivery in: Print, workshops	**SIAST (Woodland Campus)** Prince Albert (Main) (306) 953-7000 Toll Free 1-800-667-9664	Certificate or Diploma	Contact school. thompsons@siast.sk.ca
Early Childhood Education Delivery in: Distance	**Simon Fraser University** Burnaby (Main) (604) 291-3524 Toll Free 1-800-663-1411	Diploma	This program is for those with an undergraduate degree, and provides a specialization in early childhood education. Students must meet the normal diploma program admission requirements: completion of a recognized Bachelor?s degree with a minimum GPA of 2.0 (or a minimum GPA of 2.4 from a university outside British Columbia), and admission to SFU. Program requirements: completion of the diploma within 5 years, minimum GPA of 2.5, 30 credit hours of upper division course work.
Special Needs Child Care Delivery in: Print, Teleconference, Telephone Tutoring	**Red River College** Winnipeg (Main) (204) 632-2451 Toll Free 1-800-616-1113	6 Course Certificate	This program provides study for Early Childhood Educators who wish to expand their education in a specialized area. The courses will be of interest to those who have completed the prerequisites of the Early Childhood diploma, CBA or relevant degree.
Gerontology and Seniors' Services			
Gerontology Delivery in: Distance Delivery	**Mount Royal College** Calgary (Main) (403) 240-0148	1 Year Certificate	Individual assessment as determined by the Department. Intended for students with prior education and experience relating to the elderly - Social Workers, Mental Health Workers, Nurses, Physical and Occupational Health Therapists, Program Developers (Recreational, Social and Educational) and Volunteers.

SOCIAL, COMMUNITY AND PROTECTIVE SERVICES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Gerontology and Seniors' Services			
Gerontology Delivery in: Distance	**Simon Fraser University** Burnaby (Main) (604) 291-3524 Toll Free 1-800-663-1411	Diploma	Completion of a bachelor's degree from a recognized university with a minimum graduation grade point average of 2.5. Previous work experience in gerontology or related field for at least one year. Students without this requirement may be admitted, but will be required to undertake a practicum as part of their diploma requirements. Three letters of reference attesting to the applicant's personal qualities and characteristics, ability to complete a post baccalaureate program of studies and career potential and dedication to the field of gerontology.
Recreation Facilitator for Older Adults Delivery in: Print, Video, Teleconferencing, Telephone tutoring	**Red River College** Winnipeg (Main) (204) 632-2451 Toll Free 1-800-616-1113	10 courses, 2 Clinical Practices	No formal education requirements.
Mental Health Services			
Children's Mental Health Specialization in: - Child development - Social issues - Mental disorders - Interventions - Systems - Collaboration - Program evaluation & accountability Delivery in: Distance	**Mount Royal College** Continuing Education (403) 240-6875	3 Courses (9 modules) part-time Certificate	18 years of age or older

SOCIAL, COMMUNITY AND PROTECTIVE SERVICES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Personal Care Assistant			
Community Care Delivery in: Inquire with institute.	**Lakeland College** Lloydminster (780) 871-5700 Toll Free 1-800-661-6490	1 Year Certificate	A high school diploma (or mature status admission) with at least 50% in English 30 (65% in English 33). A criminal record check is required, and is requested through the RCMP. Based on the information received, students may be denied entrance into the program. Students new to Lloydminster should contact the RCMP detachment at their previous place of residence. The cost of a criminal record check varies among detachments. Applicants will be invited to attend an orientation session with program staff.
Health Care Aide Delivery in: Print, Teleconferencing, Telephone Tutoring, Lab	**Red River College** Winnipeg (Main) (204) 632-2451 Toll Free 1-800-616-1113	10 Courses, 1 Lab, 1 Clinical practice Certificate	No formal requirements.
Personal Support Aide Delivery in: Inquire with institute.	**Lakeland College** Lloydminster (780) 871-5700 Toll Free 1-800-661-6490	6 Months Recognition of Acheivement	A high school diploma (or mature status admission) with at least 50% in English 30 (65% in English 33). A criminal record check is required and is requested through the RCMP. Based on the information received, students may be denied entrance into the program. Students new to Lloydminster should contact the RCMP detachment at their previous place of residence. The cost of a criminal record check varies among detachments. Applicants will be invited to attend an orientation session with program staff.
Personal Support Worker Specialization in: Classroom, Labs and Work Practicum Delivery in: Distance Delivery	**Northern Lakes College** Various Sites (780) 751-3200	20 Weeks Certificate	Minimum 18 years of age at start of program. Demonstrate ability to read, write, understand and verbally communicate at a Grade 10 English level or equivalent. Have up-to-date immunization; HepB immunization may be completed during program.. Be willing to travel to a variety of communities for lab days practical experience. Provide evidence of a clear criminal record.

SOCIAL, COMMUNITY AND PROTECTIVE SERVICES

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Rehabilitation Services			
Community Rehabilitation Delivery in: Combines internet delivery, multimedia and interactive CD-ROM technology, on-site intensive workshops, idependent study and local courses. Delivery is dependent on the topic, the needs of the students and local resources.	**University of Calgary** Centre for Distance Learning (403) 220-7364	2 Years B.C.R. (Consists of 10 full courses)	An approved College diploma in Rehabilitation Studies or a bachelor degree or 20 university-level half courses including prerequisites, or a diploma in a related field.
Developmental Disabilities Delivery in: Print	**College of New Calendonia** Prince George (Main) (250) 562-2131 Toll Free 1-800-371-8111	Up to 5 years to complete Certificate	Students can be admitted into the program in one of three ways. Provide reference letter from current support services employer stating postion held, length of service and suitability for working with people with disablities, OR 'C' grade or better in English 12 (or equivalent) along with reference letter from volunteer placement, OR at least 19 years of age and a primary caregiver of a person with a disability as well as a personal statement detailing experience as a primary caregiver.
Rehabilitation Services	**Lethbridge Community College** Lethbridge (Main) (403) 320-3280 Toll Free 1-800-572-0103 Transfers to: Grande Prairie Regional College Grant MacEwan College Lakeland College Mount Royal College Red Deer College University of Calgary University of Victoria	2 Years Diploma	High school diploma or equivalent with credit in English 30/33. Applicants are recommeded to have completed Biology 30. Competence with word processing is strongly recommended. Applicants are required to submit an immunization report and undergo a medical examination. Hepatitis B inoculation prior to entering practicum is strongly recommended. Applicants are required to volunteer for a minimum of 14 to 16 hours in a rehabilitation setting. Admission in the Fall term only.
Rehabilitation Worker Delivery in: Video, Print, In-Class instruction	**SIAST (Kelsey Campus)** Saskatoon (Main) (306) 933-6350 Toll Free 1-800-567-3263	Certificate: 21 courses, 2 practicums; Diploma: 14 courses, 2 practicums	Grade 12 or equivalent.

SOCIAL, COMMUNITY AND PROTECTIVE SERVICES

DISTANCE PROGRAM	SCHOOL / PROVIDER		LENGTH	ENTRANCE REQUIREMENTS
Security and Investigation				
Private Security Training Delivery in: Internet-based	**Justice Institute of British Columbia** New Westminster (Main)	(604) 525-5422	Certificate	None
Security Management Delivery in: Online - some courses are available via the Internet	**University of Calgary** Faculty of Continuing Education	(403) 220-6292	300 Hours Certificate (8 to 9 courses over three years of part-time study)	Applicants for the program require a senior high school diploma or must be over twenty-three years of age and have suitable business experience.
Social Work				
Social Work Delivery in: Print, Audioconference	**University of Manitoba** Toll Free Winnipeg (Main)	1-888-216-7011 (204) 474-6209	Bachelor of Social Work (B.S.W.)	Have a minimum of two years work experience in the social services, within the last five years. Reside outside the City of Winnipeg and meet the University 1 admission requirements for either a regular or mature student.
Social Work Delivery in: Print, Teleconferencing, 3 week on-campus study	**University of Victoria** School of Social Work	(250) 721-8953	120 Credits (60 credits from faculty of Social Work) B.S.W.	Prerequisite of 2 years general arts and science courses (60 credits) with two Social Work courses - 200A and 200B.

TRADES AND INDUSTRIAL TRAINING

Construction Administration and Safety Codes

- -Building Code Training for Canadians
- -Construction Estimating, Basic
- -Construction Management

Electrical Trades

- -Telecommunications

Mechanical Trades

- -Locksmith Program

Oil and Gas Operations

- -Gas Process Operations

Pipe Trades

- -Water Management and Drilling

Power Engineering - 1st & 2nd & 3rd Class

- -Power Engineering - 1st Class
- -Power Engineering - 2nd Class (papers 1-6)
- -Power Engineering - 3rd Class

Power Engineering - 4th & 5th Class

- -Power Engineering
- -Power Engineering - 4th Class
- -Power Engineering - 5th Class

Power Engineering Technology

- -Power Engineering Technology

Pre-Trades

- -Apprenticeship Math & Science

Safety Training (includes WHMIS & TDG)

- -Transportation Safety Director

Warehousing

- -Warehouse Training
- -Warehousing - Basic, Intermediate and Technician
- -Warehousing 1
- -Warehousing 2
- -Warehousing 3

Welding

- -Welder

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Construction Administration and Safety Codes			
Building Code Training for Canadians Delivery in: Print	**Southeast Regional College** Weyburn (Main) (306) 848-2505	42 Modules (in partnership with the Saskatchewan Building Officials Association)	Experience in construction industry would be an asset.
Building Code Training for Canadians Specialization in: Courses and seminars within the program assist individuals in preparing for the Canadian Construction Association Gold Seal Certification. The CCA has confirmed special Industry course status for various courses that will earn points toward the educational requirements. Delivery in: Part-time evening and Saturday classes, Online - some courses are available via the Internet	**University of Calgary** Faculty of Continuing Education (403) 220-6292 Transfers to: University of Calgary - Main Campus	300 Hours Certificate (8 to 9 courses over three years of part-time study)	Applicants for the program require a senior high school diploma or must be over twenty-three years of age and have suitable construction experience.
Construction Estimating, Basic Delivery in: Distance	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	5 Courses Certificate of Achievement	This program focuses on the skills for construction estimating in residential or commercial construction.
Construction Management Delivery in: Distance	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	8 Courses Certificate of Achievement	Basic Construction Estimating Certficate.

TRADES AND INDUSTRIAL TRAINING

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Electrical Trades			
Telecommunications Specialization in: - LANs - WAN's - PBX's - Networking - Telephony - Wireless Technologies - Internet Security - Voice Over IP Delivery in: Online	**Mount Royal College** Continuing Education (403) 240-6875	5 Courses Certificate	18 years of age or older.
Mechanical Trades			
Locksmith Program Delivery in: 1 Year on-line or 12-week in class	**Red Deer College** Extension Services (403) 357-3663	1 Year Certificate of Completion (on-line)	No formal admission requirements. This program is a comprehensive on-line certificate program in locksmith training. The training consists of 22 on-line modules. Courses can be taken for credit towards apprenticeship. A 12-week in class introductory course is also available. For further information e-mail Lorraine Letwiniuk at lorraine.letwiniuk@rdc.ab.ca, call (403) 342-3517 or visit our website at http://extension.rdc.ab.ca
Oil and Gas Operations			
Gas Process Operations Specialization in: Oil and Gas Field Production Operations Delivery in: Computer-managed learning program	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882	Varies (up to one year) Certificate of Achievement	A minimum of "C" in Grade 10 English and Math or equivalents. Adult Status is also available if you've been out of school at least one year but admission is not automatic. Adult Status applicants must submit an application and letter outlining your education, experience, and reasons for seeking admission to the program.
Gas Process Operations Delivery in: Print	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	Certificate upon completion of all three levels	None; designed for personnel in the Natural Gas industry.

TRADES AND INDUSTRIAL TRAINING

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Pipe Trades			
Water Management and Drilling Delivery in: Distance Delivery with on-line exams	**Red Deer College** Extension Services (403) 357-3663	1 Year Certificate of Completion	No formal admission requirements. Red Deer College offers Water Well drilling programs and Pump Installer distance delivery courses. There are also in class courses available for apprentices, national and international students. For further information e-mail Lorraine Letwiniuk at lorraine.letwiniuk@rdc.ab.ca, call (403) 342-3517 or visit our website at http://extension.rdc.ab.ca
Power Engineering - 1st & 2nd & 3rd Class			
Power Engineering - 1st Class Delivery in: Print	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	Certificate	Grade 11 Mathematics or Sections 2 and 3 of Principles of Mathematics. Designed to prepare students for the Power Engineering First Class provincial exams.
Power Engineering - 2nd Class (papers 1-6) Delivery in: Print, Computer Managed Learning	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882	Varies (Computer Managed Learning Program)	3rd Class Provincial or Interprovincial Certificate.
Power Engineering - 3rd Class Delivery in: Print, Computer Managed Learning	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882	Varies (computer-managed learning program)	4th Class Provincial or Interprovincial Certificate
Power Engineering - 3rd Class Delivery in: Print, computer	**Lethbridge Community College** Distance Delivery (403) 320-3235	Certificate (Parts A & B) Eligibility to write provincial exam	4th Class Power Engineering certificate. Registration as an occasional student.

•Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

TRADES AND INDUSTRIAL TRAINING

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Power Engineering - 4th & 5th Class			
Power Engineering Delivery in: On-line and in class	**Red Deer College** Extension Services (403) 357-3663 Transfers to: Northern Alberta Institute of Technology Southern Alberta Institute of Technology	* Varies by level; Certificate of Theory Completion	No formal admission requirement. Red Deer College offers 2nd, 3rd, 4th and 5th class Power Engineering. Successful completion of these theory courses will qualify the student to write the Alberta Boilers Association exam and apply for credit towards the practical experience. For further information e-mail Lorraine Letwiniuk at lorraine.letwiniuk@rdc.ab.ca, call (403) 342-3517 or visit our website at http://extension.rdc.ab.ca
Power Engineering - 4th Class Delivery in: Print, computer	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882	Varies (Computer Managed Learning Program)	A minimum of a "C" in Grade 11 English and Math. Adult Status is also available if you've been out of school for at least one year but admission is not automatic. Adult Status applicants must submit an application and letter outlining your education, experience and reasons for seeking admission to the program.
Power Engineering - 4th Class Delivery in: Print, computer	**Lethbridge Community College** Distance Delivery (403) 320-3235	Eligibility to write provincial exam	Experience or getting experience working with boilers. Registration as an occasional student.
Power Engineering - 4th Class Delivery in: Distance education program using self-study, teleconferencing, and traditional methods.	**Northern Lakes College** Various Sites (780) 751-3200	6 months 4th Class Certificate	Grade 10 Math recommended. Essentials in algebra and computation; students should have mastered rules of exponents, scientific notations and calculations in previous schooling (equivalent to at least Grade 10).
Power Engineering - 4th Class	**Portage College** Lac La Biche (Main) (780) 623-5580	25 Weeks Certificate (Regular Program); 52 Weeks Certificate (Computer Managed Learning)	Must have Grade 12 or equivalent, including a minimum of 50% in English 10 or 13, Math 10 or 13, or Math 10 (Applied or Pure), and Physics 10 or Science 10.
Power Engineering - 4th Class Delivery in: Print, computer	**Southern Alberta Institute of Technology** Continuing Education (403) 284-7248	216 Hours Certificate (Parts A and B)	Grade 10 with English, Mathematics and Physics or equivalent. PWEN-202 Power Engineering Fourth Class - Part A prerequisite for Part B.

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

TRADES AND INDUSTRIAL TRAINING

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Power Engineering - 4th & 5th Class			
Power Engineering - 5th Class Specialization in: Building Operator Delivery in: Print, Computer	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882	Varies (Computer Managed Learning Program)	A minimum of a "C" in Grade 10 English and Math. Adult Status is also available if you've been out of school for at least one year but admission is not automatic. Adult Status applicants must submit an application and letter outlining your education, experience, and reasons for seeking admission to the program.
Power Engineering - 5th Class Delivery in: Print, computer	**Lethbridge Community College** Distance Delivery (403) 320-3235	Eligibility to write provincial exam.	This program is intended as a preparatory course to challenge the Alberta Boiler Safety Association.
Power Engineering Technology			
Power Engineering Technology Delivery in: Students unable to attend SAIT full-time for two years may wish to consider a creative learning approach called Networked Learning. This allows students to take some first and second semester courses at a distance, either through self-paced courses at any time depending on your schedule or through a paced delivery model where you will start your courses in September or January and complete them in December or April respectively.	**Southern Alberta Institute of Technology** Calgary (Main) (403) 284-7248 Toll Free 1-877-284-7248	2 Year Diploma	Alberta High School Diploma or equivalent with at least 50% in English 30 or 33, Pure Math 30 or Applied Math 30 (33), and Science 30 or Physics 30. Upgrading please see our Pre-Careers program. In 2000, 100% of our graduates were employed within 6 to 9 months. Their starting salary range was $40,000 to $60,000 per year.
Pre-Trades			
Apprenticeship Math & Science Delivery in: In class or home-study	**Bow Valley College** Calgary (Main) (403) 410-4100 Toll Free 1-800-428-2669 Airdrie (403) 948-6556 Big Country Consortium (403) 823-8300 Chinook Consortium (403) 625-2766	5 Months	For clients preparing to take Apprenticeship Board's entrance examination. A variety of options available to complete apprenticeship entrance requirements.

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

TRADES AND INDUSTRIAL TRAINING

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Safety Training (includes WHMIS & TDG)			
Transportation Safety Director Delivery in: Correspondence with one week on campus	**Red Deer College** Extension Services (403) 357-3663	* 6 Month Certificate (granted jointly by Red Deer College and the Transportation Training and Development Association)	No formal admission requirements. This program is desigend to provide the basics of safety and health for the transportation industry. Focus is on the information and skills required to become a designated health and safety representative for the transportation industry. For further information e-mail Lorraine Letwiniuk at lorraine.letwiniuk@rdc.ab.ca, call (403) 342-3517 or visit our website at http://extension.rdc.ab.ca
Warehousing			
Warehouse Training Specialization in: - Warehousing-Level I - Warehousing-Level II - Warehousing Technician Delivery in: Self-directed home study, scheduled classroom delivery, or through an approved delivery agent in your area.	**Fairview College** Fairview (Main) (780) 835-6605 Toll Free 1-888-999-7882	Certificate of Proficiency; each level consists of 20 modules one week each. After the successful completion of each level and required work experience, you may apply to Alberta Learning for provincial certification.	English 10 or 13, Grade 10 Math. Adult Status is also available if you've been out of school for at least one year but admission is not automatic. Adult Status applicants must submit an application and letter outlining your education, experience, and reasons for seeking admission to the program.
Warehousing - Basic, Intermediate and Technician Specialization in: - Basic - Intermediate - Technician	**Designated Occupations (Alberta)** Edmonton (Main) (780) 422-4266 Toll Free 1-800-661-3753	Completion of a Warehouse Training program from Fairview College or Warehousing program from Norquest College (10-weeks)	Basic: Must have a high school transcript with a pass in Math 13, Math 10 or Applied Math 10 or Pure Math 10 or equivalent, or successfully complete an entrance exam AND be employed in the warehousing occupation. Intermediate: Must have completed the requirements for warehousing-basic, and be employed in the warehousing-intermediate branch of the occupation. Technician: Must have completed the requirements for warehousing-intermediate, and be employed in the warehousing-technician branch of the occupation.

*Available as a cooperative education program at this School/Provider. See the Introductory Notes for further details.

TRADES AND INDUSTRIAL TRAINING

DISTANCE PROGRAM	SCHOOL / PROVIDER	LENGTH	ENTRANCE REQUIREMENTS
Warehousing			
Warehousing 1	**NorQuest College** Edmonton (Main) (780) 422-2020	10 Weeks Certificate	18 years of age.
Warehousing 2	**NorQuest College** Edmonton (Main) (780) 422-2020	44 Weeks Certificate	Warehouse Level 1 Certificate; 18 years of age.
Warehousing 3	**NorQuest College** Edmonton (Main) (780) 422-2020	44 Weeks Certificate	18 years of age; Level 2 Certificate.
Welding			
Welder	**Apprenticeship Trades (Alberta)** Edmonton (Main) (780) 422-4266 Toll Free 1-800-661-3753	3 Years, including three 8-week in-class sessions	Most employers prefer Grade 12. Must have a minimum Alberta Grade 9 or equivalent, or pass an entrance examination, and must find an appropriate employer who is willing and able to hire and train an apprentice. To learn more about apprenticeship in Alberta contact the Career Information Hotline for the apprenticeship office nearest you.

Part II - Distance Learning Programs in Western Canada

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PART II – Distance Learning Contacts

Apprenticeship and Industry Training Offices

Please see Apprenticeship and Industry Training Offices in the contacts section of Part I (PSEP in Alberta) found in white pages of this directory.

Schools/Providers

Institution/Office	Address	Phone	Fax/E-mail/Website
Alberta Agriculture, Food & Rural Development	Green Certificate Program Room 201, 7000 – 113 Street Edmonton, Alberta T6H 5T6	(780) 427-4309	(780) 422-7755 www.agric.gov.ab.ca
Alberta Distance Leaning Centre	Box 4000 Barrhead, Alberta T7N 1P4	(780) 674-5333	(780) 674-7593 www.adlc.ab.ca
Alberta Technical Institute of Electrology	Unit 209A 47 Athabascan Avenue Sherwood Park, Alberta T8A 4H3	(780) 417-3230	(780) 417-3230 altaelectrology@home.com
Alive Academy of Nutrition	7432 Fraser Park Drive Burnaby, British Columbia V6V 1T1	(604) 419-5026	(604) 435-4888 studentservices@aliveacademy.com
Assiniboine Community College	1430 Victoria Avenue East Brandon, Manitoba R7A 2A9	(204) 726-6742 1-800-862-6307	(204)726-7196 info@assiniboine.net www.assiniboine.net
Athabasca University	1 University Drive Athabasca, Alberta T9S 3A3	(780) 675-6100 1-800-788-9041	(780) 675-6437 www.askau.ca www.athabascau.ca
Augustana University College	Admissions, 4901 – 46 Avenue Camrose, Alberta T4V 2R3	(780) 679-1100 1-800-661-8714	(780) 679-1129 admissions@augustana.ab.ca www.augustana.ab.ca
Bow Valley College	Registrar's Office 332 – 6 Avenue Calgary, Alberta T2G 4S6	(403) 410-4100 1-800-428-2669	(403) 297-3765 info@bowvalleycollege.ca www.bowvalleycollege.ca
British Columbia Institute of Technology (BCIT)	3700 Willingdon Avenue Burnaby, British Columbia V5G 3H2	(604) 434-5734	www.bcit.bc.ca
Capilano College	2055 Purcell Way North Vancouver, British Columbia V7J 3H5	(604) 986-1911 Ext. 2361	(604) 990-7808 www.capcollege.bc.ca

Institution/Office	Address	Phone	Fax/E-Mail/Website
Chinook College	2519 Richmond Road S.W. Calgary, Alberta T3E 4M2	(403) 777-7200	(403) 777-7889 cimenard@email.cbe.ab.ca www.chinookcollege.com
College of New Caledonia	3330 – 22nd Avenue Prince George, British Columbia V2N 1P8	(250) 562-2131 1-800-371-8111	(250) 561-5861 www.cnc.bc.ca
Concordia University College of Alberta	Admissions, 7128 Ada Boulevard Edmonton, Alberta T5B 4E4	(780) 479-9220 1-866-479-5200	(780) 474-1933 admits@concordia.ab.ca www.condordia.ab.ca
Fairview College	Office of the Registrar Box 3000 Fairview, Alberta T0H 1L0	(780) 835-6605 1-888-999-7882	(780) 835-6788 registrar@fairviewcollege.com www.fairviewcollege.com
Grande Prairie Regional College	Office of the Registrar, 10726 – 106 Avenue Grande Prairie, Alberta T8V 4C4	(780) 539-2944 1-888-539-4772	(780) 539-2888 student_info@gprc.ab.ca www.gprc.ab.ca
Grant MacEwan College	Office of the Registrar, Box 1796, 10700 – 104 Avenue Edmonton, Alberta T5J 2P2	(780) 497-5140 1-888-497-4622	(780) 497-5001 info@macewan.ca www.macewan.ca
Justice Institute of British Columbia (Private Security Branch)	715 McBride Boulevard New Westminster, British Columbia V3L 5T4	(604) 525-5422	www.jibc.bc.ca
Lakeland College	Office of the Registrar 5707 – 47 Avenue Vermilion, Alberta T9X 2B5	(780) 853-8420 1-800-661-6490	(780) 853-2955 admissions@lakelandc.ab.ca www.lakelandc.ab.ca
Lethbridge Community College	Advisors 3000 College Drive Lethbridge Alberta T1K 1L6	(403) 320-3280 1-800-572-0103	(403) 317-3503 advising@lethbridgecollege.ab.ca www.lethbridgecollege.ab.ca
Liberty Tax Service	201 – 1345 Pembina Highway Winnipeg, Manitoba R3T 2B6	(204) 949-3636 1-800-665-5144	(204) 284-8954 libtax@libtax.com www.libertytax.com/canada/main.htm
Manitoba Education and Training (Independent Study Program)	Box 7000, 555 Main Street Winkler, Manitoba R6W 1C4	(204) 325-1717 1-800-456-9915	
Mann Career Training Ltd.	828 – 20 Street Box 99 Spruce View, Alberta T0M 1V0	(403) 728-0029	(403) 728-0029

Institution/Office	Address	Phone	Fax/E-Mail/Website
Medicine Hat College	Academic Advising 299 College Drive Medicine Hat, Alberta T1A 3Y6	(403) 529-3819	(403) 504-3521 info@acd.mhc.ab.ca www.mhc.ab.ca
Mount Royal College	Office of the Registrar 4825 Richard Road S.W. Calgary, Alberta T3E 6K6	(403) 240-3722	(403) 240-6740 admissions@mtroyal.ab.ca www.mtroyal.ab.ca
NorQuest College	Information Centre 10215 – 108 Street Edmonton, Alberta T5J 1L6	(78) 422-2020	(780) 427-4211 info@norquest.ab.ca www.norquest.ab.ca
Northern Alberta Institute of Technology	Office of the Registrar 11762 – 106 Street Edmonton, Alberta T5G 2R1	(780) 471-6248 1-800-661-4077	(780) 471-8490 registrar@nait.ab.ca www.nait.ab.ca
Northern Institute of Massage	5016 – 50 Street Clyde, Alberta T0G 0P0	(780) 348-5385	(780) 348-5719
Northern Lakes College	Office of the Registrar Grouard Campus – Bag 3000 Grouard, Alberta T0G 1C0	(780) 751-3200 1-866-652-3456	(780) 849-2570 Registrar@yourfuture.ab.ca www.yourfuture.ab.ca
Northwestern School of Massage	#920, 2424 – 4 Street, S.W. Calgary, Alberta T2S 2T4	(403) 228-3612	(403) 228-4651 babapinu@email.msn.com
Olds College	Office of the Registrar 4500 – 50 Street Olds, Alberta T4H 1R6	(403) 556-8281 1-800-661-6537	(403) 556-4711 info@admin.oldscollege.ab.ca www.oldscollege.ab.ca
Open Learning Agency	4355 Mathissi Place Burnaby, British Columbia V5G 4S8	(604) 431-3000 1-800-663-1663	(604) 431-3333 info@ola.bc.ca www.ola.bc.ca/ou/programs.html
Portage College	Admissions P.O. Box 417, 9531 – 94 Avenue Lac La Biche, Alberta T0A 2C0	(780) 623-5580	(780) 623-5519 info@portagec.ab.ca www.portagec.ab.ca
Red Deer College	Access Centre Box 5005 Red Deer, Alberta T4N 5H5	(403) 342-3400 1-888-732-4630	(403) 340-8940 inquire@rdc.ab.ca www.rdc.ab.ca
Red River Community College – Distance Education Office	CM25 – 2055 Notre Dame Avenue Winnipeg, Manitoba, R3H 0J9	(204) 632-2451 1-800-616-1113	(204) 633-7748 distance@rrc.mb.ca www.rrc.mb.ca/distant/index.htm

Institution/Office	Address	Phone	Fax/E-Mail/Website
Royal Roads University	2005 Sooke Road Victoria, British Columbia V9B 5Y2	(250)391-2505 1-800-788-8028	rruregistrar@royalroads.ca www.royalroads.ca
SIAST (Kelsey Institute)	P.O. Box 1520 Idylwyld Drive and 33 Street Saskatoon, Saskatchewan S7K 3R5	(306) 933-6350 1-800-567-3263	nsakelsey@siast.sk.ca
SIAST (Palliser Campus)	P.O. Box 1420 Saskatchewan Street 6 Avenue N.W. Moose Jaw, Saskatchewan S6H 4R4	(306) 694-3200 1-800-667-0055	(306) 692-6447 lind@siast.sk.ca www.siast.sk.ca/~palliser/ nsapalliser@siast.sk.ca
SIAST (Wascana Institute)	P.O. Box 556 4500 Wascana Regina, Saskatchewan S4P 3A3	(306) 798-4356 1-800-667-7730	(306) 798-2027 nsawascana@siast.sk.ca
SIAST (Woodland Campus)	P.O. Box 3003 1100 – 15 Street E Prince Alberta, SK S6V 6G1	(306) 953-7000 (800) 667-9664	NSAWoodland@siast.sk.ca www.siast.sk.ca/woodland/
Saskatchewan Government Correspondence School	1500 – 4 Avenue Regina, Saskatchewan S4P 3V7	(306) 787-6024 1-800-667-7166	(306) 787-7223 sgcs.info@sasked.gov.sk.ca http://sgcs.sasked.gov.sk.ca/
Selkirk College	301 Frank Beinder Way Box 1200 Castlegar, British Columbia V1N 3J1	(250) 365-7292	(250) 365-6568 www.distance.selkirk.bc.ca/
Simon Fraser University (Centre for Distance Education)	8888 University Drive Burnaby, British Columbia V5A 1S6	(604) 291-3524 1-800-663-1411	(604) 291-4964 cde@sfu.ca www.sfu.ca/cde
Southeast Regional College	Box 2003 Weyburn, Saskatchewan S4H 2Z9	(306) 848-2505	(306) 848-2517 sjenson@southeastcollege.org www.southeastcollege.org
Southern Alberta Institute of Technology	Customer Services 1301 – 16 Avenue Calgary, Alberta T2M 0L4	(403) 284-7248 1-877-284-7248	(403) 284-7112 registrar@sait.ab.ca www.sait.ab.ca
University College of The Cariboo	P.O. Box 3010 Kamloops, British Columbia V2C 5N3	(250) 828-5403	(250) 371-5771 cehs@cariboo.bc.ca www.cariboo.bc.ca/schs/dist_ed.htm
University of Alberta	Office of the Registrar and Student Awards 201 Administration Building Edmonton, Alberta T6G 2M7	(780) 492-3113	(780) 492-7172 registrar@ualberta.ca www.registrar.ualberta.ca

Institution/Office	Address	Phone	Fax/E-Mail/Website
University of British Columbia	1170 – 2329 West Mall Vancouver, British Columbia V6T 1Z4	(604) 822-6565	(604) 822-8636 det@cstudies.ubc.ca det.cstudies.ubc.ca
University of Calgary	Office of the Registrar 2500 University Drive N.W. Calgary, Alberta T2N 1N4	(403) 220-6645	(403) 220-0762 applinfo@ucalgary.ca www.ucalgary.ca
University of Manitoba (Distance Education)	188 Continuing Education Complex Winnipeg, Manitoba R3T 2N2	(204) 474-6209 1-800-216-7011	(204) 474-7660 www.umanitoba.ca/ConEd/de/index.shtml stusvcs_ced@umanitoba.ca
University of Saskatchewan	College drive Saskatoon, Saskatchewan S7N 4L3	(306) 966-4343	registrar@usask.ca www.usask.ca
University of Victoria	P.O. Box 3030 Stn. CSC Victoria, British Columbia V8W 3N6	(250) 472-4747	(250) 721-8774 webmaster@uvcs.uvic.ca www.uvcs.uvic.ca
Western School of Funeral Services	Box 258 4819B – 48 Avenue Red Deer, Alberta T4N 3T2	(403) 347-4483	(403) 347-4434 wsfs@telusplanet.net www.wsfs.ca

Private Vocational School Licensing

Private Post-Secondary Education Commission	Suite 850 1185 West Georgia Street Vancouver, British Columbia V6E 4E6	(604) 660-4400 1-800-661-7441	www.ppsec.bc.ca
Private Institutions Branch Alberta Learning	10th Floor, Commerce Place 10155 – 102 Street Edmonton, Alberta T5J 4L5	(780) 427-5609 310-0000 (Toll Free within Alberta)	www.learning.gov.ab.ca
Private Vocational Schools Liaison – Saskatchewan Post-Secondary Education and Skill Training	2220 College Avenue Regina, Saskatchewan S4P 3V7	(306) 787-7397	
Private Vocational Schools Administration – Training and Continuing Education Department of Education	330, 800 Portage Avenue Winnipeg, Manitoba R3G ON4	(204) 945-2725	

Institution/Office	Address	Phone	Fax/E-Mail/Website
Eastern Canada Distance Directories			
Atlantic Provinces			
Association of Atlantic Universities	Suite 403 5657 Spring Garden Road Halifax, Nova Scotia B3J 3R4	(902) 425-4230	(902) 425-4233 www.dal.ca/aau
Quebec			
Concordia University Open and Distance Learning (Instructional and Information Technology Services)	Room H-339 1455 de Maissoneuve Blvd. Montréal, Quebec H3G 1M8	(514) 848-3400	(514) 848-3441 ODL@alcor.concordia.ca www-avd.concordia.ca/open/
McGill University Centre for Continuing Education	10th Floor, Room 1055 688 Sherbrooke Street West Montréal, Quebec H3A 3R1	(514) 398-6200	(514) 398-4448 info@conted.ian.mcgill.ca www.mcgill.ca/conted
Université du Quebec Tele-université	455 rue d'Elgise C.P. 4800, succ. Terminus Québec (Québec), Canada G1K 9H5	(418) 657-2262	(418) 657-2094 info@teluq.uquebec.ca www.teluq.uquebec.ca
Université de Montréal Formation universitaire à Distance, Faculté de l'éducation Permanente	Case postale 6128 Succursale Centre-ville Montréal, Quebec H3C 3J7	(514) 434-6090 1-800-363-8876	(514) 343-2275 info@fep.umontreal.ca www.fep.umontreal.ca/distan.html
Ontario			
University of Waterloo Distance and Continuing Education	200 University Avenue West Waterloo, Ontario N2L 3G1	(519) 888-4050	(519) 746-4607 distance@uwaterloo.ca http://dce.uwaterloo.ca/
Seneca College of Applied Arts and Technology	1750 Finch Avenue East Toronto, Ontario M2J 2X5	(416) 491-5050	www.senecac.on.ca/
Ministry of Training, Colleges, and Universities	14th Floor, Mowat Block 900 Bay Street Toronto, Ontario M7A 1L2	(416) 325-2929 1-800-387-5514	info@edu.gov.on.ca www.edu.gov.on.ca/eng/training/training.html

Institution/Office	Address	Phone	Fax/E-Mail/Website
Canada			
Association of Universities and Colleges of Canada (AUCC) Publication Office	350 Albert Street, Suite 600 Ottawa, Ontario K1R 1B1	(613) 563-1263 Ext. 205	(613) 503-9745 publications@aucc.ca www.aucc.ca
Canadian Association for University Continuing Education (CAUCE) Publication Office	329 March Road Suite 232 Box 11 Kanata, Ontario K2K 2E1	(613) 271-1095	(613) 599-7027
Transcripts and Records			
British Columbia			
Ministry of Education Transcripts	316-617 Government Street Victoria, British Columbia V8V 4W6	(250) 356-2432	(250) 356-0277 www.bced.gov.bc.ca/transcript
Alberta			
Alberta Learning Transcript Unit	Main Floor 11160 Jasper Avenue Edmonton, Alberta T5K 0L2	(780) 427-5732 310-0000 (Toll free within Alberta)	(780) 422-2137 http://ednet.edc.gov.ab.ca
Saskatchewan			
Saskatchewan Education Student Records	1500-4th Avenue Regina, Saskatchewan S4P 3V7	(306) 787-6012	www.sasked.gov.sk.ca/student_records/index.html
Manitoba			
Manitoba Education Training and Youth Professional Certification and Student Records Unit	Box 700 Russell, Manitoba R0J 1W0	(204) 773-2998	(204) 773-2411

Transcripts of post-secondary achievements must be obtained directly from the registrar's office of the institution you attend.